

Town of Arlington Select Board

Meeting Agenda

February 10, 2020 7:15 PM Select Board Chambers, 2nd Floor, Town Hall

- 1. Approval of Sale of \$200,000 Sewer Bond to the Massachusetts Water Resources Authority Phyllis Marshall, Treasurer & Collector of Taxes
- For Approval: Arlington Jazz Festival Banners Daniel Fox

CONSENT AGENDA

- 3. Minutes of Meetings: January 27, 2020
- 4. Patriots' Day Committee Events, April 19, 2020
 - a) 56th Annual Patriots' Day Fun Run at 8:45 a.m. along Massachusetts Avenue;
 - b) Menotomy Reenactment at 12/Noon at the Jason Russell House;
 - c) Patriots' Day Parade at 3:00 p.m.

Christine Bongiorno, Patriots' Day Committee Chair

Director of Health and Human Services

5. Reappointments

Board of Youth Services

Lori Pescatore (term to expire 1/31/2023)

Library Board of Trustees

Heather Calvin (term to expire 6/30/2021)

Jonathan Gates (term to expire 6/30/2022)

Library Board of Trustees, to correct term ending date

Adam Delmolino (was 1/31/2022 should be 1/31/2021)

Amy Hampe was (1/31/2022 should be 1/31/2021)

6. Request: Special (One Day) Beer & Wine License, 3/7/20 @ Robbins Memorial Town Hall for a Private Event

Haris Domond and Jessica Grant

7. Request: Special (One Day) Beer & Wine License, 3/14/20 @ Lesley Ellis School for a Private Event

Jeanette Keller, Auxiliary Programs Director, Lesley Ellis School]

8. Appointment of New Election Workers: (1) Celia J. Doremus, 9 Harvard St., D, Pct. 12; (2) Beverly A. Panettiere, 438 Massachusetts Ave. #243, R, Pct. 7; (3) Juliet A. Fuhrman Wolf, 52 Grandview Rd., D, Pct. 18; (4) Stanley F. Wolf, 52 Grandview Rd., D, Pct. 18

7:15p.m. PUBLIC HEARINGS

- Eversource Petition/Massachusetts Avenue
 Jacqueline Duffy, Supervisor, Rights and Permits (all abutters notified)
- National Grid Petition/Browning Road
 Barbara H. Kelleher, Permit Representative (all abutters notified)

LICENSES & PERMITS

For Approval: Common Victualler License
 Happy Belly Eats, 795 Massachusetts Avenue, Jason Carter

WARRANT ARTICLE HEARINGS

12. Articles for Review:

Article Bylaw Amendment/Regulation of Outdoor Lighting - Uplighting

Article Bylaw Amendment/Minuteman Bikeway Hours

Article Vote/Appropriation/School Committee Member Stipends

NEW BUSINESS

EXECUTIVE SESSION

Next Scheduled Meeting of Select Board February 24, 2020



Town of Arlington, Massachusetts

Approval of Sale of \$200,000 Sewer Bond to the Massachusetts Water Resources Authority

Summary:

Phyllis Marshall, Treasurer & Collector of Taxes

ATTACHMENTS:

	Type	File Name	Description
ם	Reference Material	Approval_of_Sewer_Bond_to_MWRA.pdf	Reference



Office of the Treasurer & Collector of Taxes

Telephone Number: 781-316-3031

Facsimile Telephone: 781-316-3089

Town of Arlington, Massachusetts 730 Massachusetts Avenue Arlington, MA 02476

Phyllis L. Marshall Treasurer & Collector of Taxes

Memorandum

Date:

February 4, 2020

To:

Diane M. Mahon, Select Board Chair

From:

Phyllis L. Marshall, Treasurer - Collector

Subject:

Approval of \$200,000 Sewer Bond to the Massachusetts Water Resources Authority

In accordance with the Town Meeting Authorization of Article 61 on April 24, 2019 for Appropriation/Financing of Construction or Reconstruction of Sewers and Sewerage Facilities, please see the attached financial assistance award in the amount of \$800,000 in a combination of grant funds and interest free loan. The Scope of Services includes Design, Bid & Award, Rehabilitation Construction & Construction Services, and Post Construction Flow Evaluation for Inflow and Infiltration mitigation. The Financial Assistance Agreement and Loan Agreement between the Town and the Massachusetts Water Resources Authority (MWRA) provides for an interest-free Sewer Bond in the amount of \$200,000 and Grant funds in the amount of \$600,000 for the project submitted to the MWRA.

I respectfully request your favorable consideration and vote of the Select Board for sale of \$200,000 Sewer Bond will close on March 2, 2020.

Attachments

Cc:

Adam Chapdelaine, Town Manager

Michael Rademacher, Director of Public Works

Wayne Chouinard, Town Engineer Charlene Doucette, Locke Lord LLP



OFFICE OF THE TOWN CLERK TOWN OF ARLINGTON 730 MASSACHUSETTS AVENUE ARLINGTON, MA 02476

TOWN-HALL
OFFICE HOURS
MONDAY, TUESDAY & WEDNESDAY
8 A.M. TO 4 P.M.
THURSDAY - 8 A.M. TO 7 P.M.
FRIDAY - 8 A.M. TO 12:00 P.M.

TELEPHONE (781) 316-3070

ARTICLE 61

APPROPRIATION/FINANCING OF CONSTRUCTION OR

RECONSTRUCTION OF SEWERS AND SEWERAGE

FACILITIES

VOTED:

DECLARED 2/3RDS MAJORITY

(QUORUM PRESENT - MORE THAN 85 TMM PRESENT AND

VOTING)

(ELECTRONIC TALLY, YES - 213, NO - 4, ABSTAIN - 0)

That the sum of \$800,000 be and hereby is appropriated for the purpose of financing the construction or reconstruction of sewers and sewerage facilities, inflow/infiltration reduction or system rehabilitation, including costs incidental and related thereto; that to raise this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow \$800,000 under and pursuant to Chapter 44, Section 7, of the General Laws, as amended, or any other enabling authority and to issue bonds or notes of the Town therefor; and that the Board of Selectmen and the Town Manager be and hereby are authorized to enter into any agreements they determine to be necessary in connection with the project and its financing and are further authorized to accept and expend in addition to the foregoing appropriation any grants that may become available from the Massachusetts Water Resources Authority or other sources.

A true copy of the vote under Article 61 of the Warrant for the Town Meeting of the Town of Arlington at the session held April 24, 2019.

ATTEST:

JANICE A. WEBER

ASSISTANT

Town Clerk

MASSACHUSETTS WATER RESOURCES AUTHORITY



Charlestown Navy Yard 100 First Avenue, Building 39 Boston, MA 02129

Telephone: (617) 242-6000

Fax: (617) 788-4899 TTY: (617) 788-4971

January 21, 2020

Mr. Michael Rademacher, P.E. Director of Public Works Town of Arlington 51 Grove Street Arlington, MA 02476

RE: MWRA I/I Local Financial Assistance Program: March 2020 Funding Distribution

Town of Arlington: Task 1 – Phase #12 Design, Bid, & Award

Task 2 – Phase #12 Rehabilitation Construction & Construction Services

Task 3 – Phase #10 Post Construction Flow Evaluation

MWRA Project No. WRA-P11-01-3-1143

Dear Mr. Rademacher:

The MWRA acknowledges receipt of your updated application for assistance under the MWRA's I/I Local Financial Assistance Program. The above project includes I/I design and rehabilitation construction within the Town of Arlington. Overall project cost is estimated at \$885,000. Eligible MWRA financial assistance is \$800,000 for the February 2020 funding cycle. The MWRA approves this project for funding pending resolution of the following issue:

The loan portion of the financial assistance award will require the issuance of a Sewer Bond
or other documentation verifying obligation of the community to repay the loan to the
MWRA. An Opinion of Bond Counsel will be required with the Sewer Bond or any other
proposed obligation for repayment. If wording other than the Sewer Bond is proposed,
approval of the MWRA will be required.

The community's bond counsel representative (Charlene Doucette, Locke Lord LLP) has been notified of this funding request and will contact appropriate community officials for specific Sewer Bond information.

Once the above issue is resolved, the MWRA will provide the community with a financial assistance award amount of \$800,000, of which \$600,000 shall be in the form of a grant and \$200,000 shall be in the form of an interest-free loan. The interest-free loan portion will be repaid to the MWRA in ten equal payments (\$20,000, over a ten-year period, beginning February 15, 2021.

Funding distribution is planned for March 5, 2020. The MWRA award amount will be deposited into the community-designated MMDT Account No. 44261014.

Financial Assistance / Loan Agreements will be forwarded to the community later this month for final signature.

Mr. Michael Rademacher, P.E. Page 2

If you have any questions or comments relating to this matter, please do not hesitate to contact me at (617) 788-4312.

Sincerely,

Massachusetts Water Resources Authority

Israel D. Alvarez, Project Manager

MWRA Community Support Program

cc: Adam W. Chapdelaine, Town Manager

Phyllis Marshall, Town Treasurer

Wayne Chouinard, P.E., Town Engineer

Charlene Doucette, Locke Lord LLP

Jamie Craig, Weston & Sampson Engineers, Inc.

Carl H. Leone, Sr. Program Manager, MWRA

FINANCIAL ASSISTANCE AGREEMENT

BY AND BETWEEN

THE AUTHORITY AND TOWN OF ARLINGTON, MASSACHUSETTS

This Financial Assistance Agreement is made by and between the Massachusetts Water Resources Authority, a body politic and corporate and public instrumentality, existing under Chapter 372 of the Acts of 1984, with its principal place of business at 100 First Avenue Charlestown, MA 02129, ("Authority" or "MWRA") and the Town of Arlington, MA, a municipal corporation duly organized and existing under the laws of the Commonwealth of Massachusetts, with its principal place of business at Town Hall, 730 Massachusetts Avenue, Arlington, MA 02476 ("Awardee") (collectively, "Parties");

WHEREAS, on August 19, 1992 the Authority Board of Directors voted to approve a program whereby the Authority was permitted to offer financial assistance to certain local communities committed to infiltration and inflow reduction or sewer system rehabilitation; and

WHEREAS, the Awardee intends to conduct, or is conducting, an infiltration/inflow ("I/I") reduction or sewer system rehabilitation project ("Project"); and

WHEREAS, the Awardee filed a Financial Assistance Application in which it furnished information about the Project to the Authority; and

WHEREAS, the MWRA will provide financial assistance to the Awardee for its Project under certain terms and conditions, hereinafter provided.

NOW THEREFORE, in consideration of the foregoing and the promises contained herein, the Parties agree that the Authority will provide and the Awardee will accept financial assistance under the following terms and conditions:

I. SCOPE OF SERVICES.

The Awardee has entered into or will enter into, within ninety (90) days of the execution of this Agreement, a contract with a consultant or contractor for sewer rehabilitation and/or I/I reduction services, in accordance with the Awardee's competitive procurement practice, and the scope of such work is listed in Attachment A.

II. FINANCIAL ASSISTANCE.

- A. The Authority shall provide financial assistance ("Award") to the Awardee in the form of both a grant and a loan. The total amount of the Award shall be \$800,000, of which \$600,000 shall be in the form of a grant ("Grant") and \$200,000 shall be in the form of an interest-free loan ("Loan").
- B. The Loan shall be governed by the attached Loan Agreement, which is incorporated herein by reference as Attachment C.
- C. Upon execution of the Loan Agreement, the Authority shall initiate an electronic transfer for the Total Award through the Automated Clearing House (ACH) having a pay date three business days after the execution date, including both the grant and the loan, to the following designated account of the Awardee:

MMDT Account No. 44261014

Federal Tax ID No. 04-600-1070

- D. The Authority shall not be obligated to provide additional financial assistance above the Award amount regardless of additional Project costs which may be incurred by the Awardee.
- E. In the event that the Project is not initiated as outlined in the Project Schedule, the Awardee shall return the entire Grant to the Authority within ninety (90) days.

III. EFFECTIVE DATE OF AGREEMENT.

This agreement will not become effective until the Loan Agreement is fully executed.

IV. TERM.

The term of this Agreement shall begin upon the date of execution of this Agreement, including the execution of the Loan Agreement, and shall be in effect until the Awardee fully repays the Loan to the Authority in accordance with the terms of the Loan Agreement. As evidence that the final payment has been made, the Authority will send a letter to the Awardee indicating that the Loan has been discharged.

V. PROJECT SCHEDULE.

Implementation of the Project must begin within ninety (90) calendar days of execution of the Agreement, including the Loan Agreement, or all grant funds must be returned to the Authority. The Project must comply with the Project Schedule listed in Attachment B.

It is the obligation of the Awardee to obtain all licenses, permits, easements or any other approvals necessary to begin and successfully complete the Project.

VI. <u>EXPENDITURE VERIFICATION REQUIREMENTS.</u>

A. Throughout the completion of the Project Scope of Services, the Awardee shall submit progress reports to the Authority, on forms provided by the Authority, which outline the overall progress of the Project, the progress of key Project tasks, and the total Project cost expended to date. The frequency and schedule for progress reporting is outlined within the I/I Local Financial Assistance Program Guidelines for Sewer Projects. Progress reports shall be submitted to:

Massachusetts Water Resources Authority
Charlestown Navy Yard
100 First Avenue
Boston, MA 02129
Attn: Community Support Program

- B. The Awardee shall append to each progress report information which documents eligible Project costs, including, but not limited to, consultant and/or contractor invoices; awardee labor, equipment, materials and other costs; and ancillary expenses. Time sheets and work summaries documenting any requests for force account work reimbursement must also be provided.
- C. The Awardee shall exercise its best efforts to accomplish the Project set forth in the Scope of Services within the Award Amount established. In the event that an increase or decrease in the total Project cost is anticipated, or in fact occurs, the Awardee shall immediately notify the Authority in writing, and shall submit a status report including reasons for changes in Project cost, work completed to date, total dollars expended to date, and an estimate of the cost required to complete the Project.

VII. PROJECT INSPECTION.

The Awardee shall make the Project site and all Project records available to the Authority staff for review during the course of the Project. Authority staff may periodically monitor the progress of work to insure that the Project is: (1) proceeding substantially as defined in the Scope of Services; (2) proceeding substantially within the Project Schedule; and (3) proceeding in a manner which will substantially produce the quantitative I/I reduction result which the Awardee estimated would be achieved in the Financial Assistance Application.

VIII. PROJECT CLOSEOUT PROVISIONS.

- A. Upon completion of the Project, the Awardee shall notify the Authority that the Project is complete and shall certify, on a form provided by the Authority, that all work included in the Scope of Services has been completed and performed in accordance with this Agreement. The Awardee shall submit to the Authority a Project closeout package which shall include a summary of all Project expenditures and the final Project cost.
- B. If the final Project cost meets or exceeds the Award, no revision to the Grant shall be made during Project closeout.

- C. If the final Project cost is less than the Award, a revision to the Grant shall be made during Project closeout. The difference between the Award and the final Project closeout cost will be calculated and defined as the Project "Shortage Amount". The existence of a Project Shortage Amount will not affect the Loan repayment amount or schedule.
- D. In the event that a Project Shortage Amount exists, the Awardee agrees to repay seventy-five percent (75%) of such Project Shortage Amount to the Authority. The Authority will send the Awardee a separate invoice for payment of the Project Shortage Amount forty-five (45) days prior to the next loan repayment date.

IX. PROJECT AUDIT PROVISIONS.

- A. The Awardee, its engineers, and its contractors shall maintain books, records, and other documents that pertain to and involve transactions related to this Agreement in accordance with generally accepted accounting principals. The Awardee, its engineers, and its contractors shall also maintain the financial information and data used by the engineers and contractors in the preparation or support of all invoices and progress reports. The Authority and any other duly authorized person, shall have access to such books, records, documents, and other evidence for inspection, audit, and copying during normal business hours, upon ten (10) days notice and at the Authority's expense. The Awardee, its engineers, and its contractors shall provide proper facilities for such access and inspection. All documents shall be kept for at least seven (7) years after either the final payment to the engineer or contractor or after the closeout of the Project, whichever is later.
- B. The Awardee agrees to include the wording of Section IX A, above, in all contracts and subcontracts hereafter awarded to third party contractors, vendors and service providers related to this Agreement.
- C. Audits conducted by the Authority, or its duly authorized representatives, shall be in accordance with generally accepted government auditing standards and established procedures and guidelines of the Authority. Such audits shall be conducted at the expense of the Authority upon ten (10) days notice to the Awardee.
- D. The Awardee agrees to provide the Authority with a copy of the Awardee's annual audited financial statements within a reasonable time after the issuance thereof, together with a certificate of the Awardee stating that the Awardee is in compliance with its obligations under this agreement.

X. INTERACTION WITH OTHER PROGRAMS OF ASSISTANCE.

The Awardee certifies that it has not and will not receive financial assistance under the State Revolving Fund (SRF) or any other state, federal, or other program of funding assistance for any Project costs for which financial assistance has been provided by the MWRA I/I Local Financial Assistance Program.

XI. AUTHORITY TO EXECUTE AGREEMENT.

Prior to the execution of this Agreement, the Awardee shall take all steps necessary to authorize it to properly execute this Agreement.

XII. GOVERNING LAW.

This Agreement shall be governed by and construed and enforced in accordance with the laws of the Commonwealth of Massachusetts.

XIII. COMPLIANCE WITH LOCAL LAWS.

The Awardee shall comply with all applicable laws, ordinances, and codes of the state and local governments, and shall commit no trespass on any public or private property in performing any of the work embraced by this Agreement.

XIV. INVALIDITY OF PARTICULAR PROVISIONS.

If any provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be deemed affected thereby.

XV. CONTRACTING/SUBCONTRACTING.

The Awardee shall have no capacity to involve the Authority in any contract nor to incur any liability on the part of the Authority.

XVI. CHANGES TO SCOPE OF SERVICES.

The Authority and the Awardee may, during the course of the project, mutually agree to revisions in the Scope of Services or Project Schedule. Such changes shall be incorporated into this Agreement by written amendment.

XVII. PROVISION OF CONTRACTS.

The Awardee agrees to submit to the Authority an executed copy of each contract for engineering services or construction relevant to the Scope of Services.

XVIII. EQUAL EMPLOYMENT OPPORTUNITY.

The Awardee shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, handicap status or national origin. The Awardee, its engineer(s), and its contractor(s) shall comply with all applicable laws and regulations pertaining to nondiscrimination, equal opportunity and affirmative action, including without limitation executive orders and rules and regulations of federal and state agencies of competent jurisdiction. The Awardee shall make positive efforts to achieve a goal of 7.18 percent participation of Minority-owned Business Enterprise(s) and 5.77 percent participation of Woman-owned Business Enterprise(s) within Professional Services contracts which are funded through financial assistance under this Agreement. For Non-Professional Services category work, the Awardee should make positive efforts to achieve a goal of 5.61 percent participation of Minority-owned Business Enterprise(s) and a goal of 4.88 percent participation of Woman-owned Business Enterprise(s) within project contracts.

For Construction, the Awardee shall require all construction contractors and subcontractors to make positive efforts to achieve: (1) a minority employee work force goal of <u>15.30 percent</u>, (2) a woman employee work force goal of <u>6.90 percent</u>, (3) a goal of <u>7.24 percent</u> participation of Minority-owned Business Enterprise(s), and (4) a goal of <u>3.60 percent</u> participation of Woman-owned Business Enterprise(s) within the project contracts.

XIX. INDEMNIFICATION.

The Awardee, at its expense, shall defend and shall indemnify and hold harmless the Authority, its members, officers and employees, from and against any and all claims, causes of action, suits, losses, damages and expenses, including attorneys' fees, arising out of or resulting from any acts, errors or omissions or breach of contractual duties by the Awardee and anyone employed by it (including Contractors, Subcontractors and/or Consultants and their employees) in performance of this Agreement. Such obligation shall not be construed to negate or abridge any other obligation of indemnification running to the Authority which would otherwise exist.

XX. MEMBERS, EMPLOYEES NOT LIABLE.

No member or employee of the Authority shall be charged personally or held contractually liable by or to the Awardee under any term or provision of this Agreement or because of any breach thereof or because of its execution or attempted execution.

XXI. INTEREST OF AWARDEE.

The Awardee covenants that its Contractors, Subcontractors and/or Consultants presently have no interest and shall not acquire any interest, direct or indirect, in the property to which this Agreement pertains or any parcels therein or any other interest which would conflict in any manner or degree with the performance of its services hereunder. The Awardee further covenants that no person having any such interest shall be employed in the performance of this Agreement.

XXII. INTEREST OF EMPLOYEES; M.G.L.C. 268A.

Neither Awardee, nor its Contractors, Subcontractors and/or Consultants shall, during the term of this Agreement, hire or employ on either a full-time or part-time basis any person or persons so long as such person shall be employed by the Authority.

The Awardee acknowledges that the Authority is a state agency for the purposes of Chapter 268A of the Massachusetts General Laws (the Massachusetts Conflict of Interest statute). The Awardee agrees to take actions and to forbear from taking actions, as circumstances require, so as to be in compliance at all times with said statute.

XXIII. ASSIGNABILITY.

The Awardee shall not assign any interest, in whole or in part, in this Agreement and shall not transfer any interest in the same, whether by assignment or novation, without the prior written approval of the Authority.

XXIV. PAYMENT NOT A WAIVER.

The Authority's payment to Awardee under this Agreement or its review, approval or acceptance of any actions by Awardee under this Agreement shall not operate as a waiver of any rights under this Agreement and the Awardee shall remain liable to the Authority for all damages incurred by the Awardee's failure to perform in accordance with the terms and conditions of this Agreement.

The rights and remedies of the Authority provided for under this Agreement are in addition to any other rights or remedies provided by law. The Authority may assert a right to recover damages by any appropriate means, including but not limited to set-off, suit, withholding, recoupment, or counter-claim either during or after performance of this Agreement.

XXV. TERMINATION OF THE AGREEMENT FOR CAUSE.

If, through any cause, the Awardee shall fail to fulfill in a timely and proper manner its obligations under this Agreement (including performance of the Scope of Services and maintenance of the Project Schedule); or if it is determined that there is probable cause to believe that the Award was obtained on the basis of fraud, deceit, or illegality; or if the Awardee has failed to comply with the terms and conditions of this Agreement; the Authority shall hereupon have the right to terminate this Agreement by giving written notice to the Awardee of such termination and specifying the effective date thereof.

The Awardee agrees that if this Agreement is terminated by the Authority, the Awardee shall immediately repay to the Authority the full Grant which is identified in Section II, above. The Awardee also agrees that the Loan shall not be affected by such termination and that the separate Loan Agreement shall remain in full effect.

XXVI. ATTACHMENTS.

Attachments to this Agreement are incorporated herein and are as follows:

Attachment A Scope of Services Attachment B Project Schedule Attachment C Loan Agreement

XXVII. PROJECT SPECIFIC ADDITIONAL TERMS AND CONDITIONS.

- 1. All reports prepared in conjunction with this project shall be submitted to the Authority for review and approval.
- 2. The community will submit to the Authority the proposed project's plans and specifications upon their completion for review and approval.
- 3. The Authority will be informed of the contract award for the construction phase of the proposed rehabilitation project and forwarded bid tabulation and contractor intent to award / notice to proceed documentation. The community will inform the Authority of the date for Final Inspection for the construction phase of the proposed rehabilitation project.

	WHEREOF, the parties have executed this Agreement this, 2020.	8		_ day of
MASSACHUS	SETTS WATER RESOURCES AUTHORITY	я	ŧ	
BY:	Matthew R. Horan, Treasurer			
AWARDEE:	Town of Arlington, Massachusetts	/igi		
ВУ:	2265		#	s
Print Name:	Adam W. Chapdelaine			s 6
Print Title:	Town Manager			

MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 11 ATTACHMENT A FINANCIAL ASSISTANCE AGREEMENT

PROJECT NO. WRA-P11-01-3-1143

TOWN OF ARLINGTON

TASK 1 – PHASE #12 DESIGN, BID, & AWARD TASK 2 – PHASE #12 REHABILITATION CONSTRUCTION & CONSTRUCTION SERVICES TASK 3 – PHASE #10 POST-CONSTRUCTION FLOW EVALUATION

SCOPE OF SERVICES

The Town of Arlington requests funding for the following projects which are part of the Town's Sewer System Investigation and Planning Program, which is designed to reduce Inflow and Infiltration. Each phase of the Program includes the most cost-effective repairs remaining within the Town. The work included in the Phase #12 Design and Rehabilitation Construction projects (Task 1 & 2) will be located in various portions of Investigation Area #1 through Area #11. Locus maps will be produced at the completion of the Phase #12 Design.

Task 1 – Phase #12 Design, Bid, & Award:

The goal of the Phase #12 Design, Bid & Award project is to design the removal of cost-effective sources of infiltration and inflow (I/I) and produce contract documents suitable for public bidding in the investigation areas named above.

Task 2 – Phase #12 Rehabilitation Construction & Construction Services:

The goal of the Phase #12 Construction project is to rehabilitate and repair sewer infrastructure and remove sources of I/I identified during previous Sewer System Investigation Projects and included in the Phase #12 Design, Bid & Award project, within the investigation areas stated above.

Task 3 – Phase #10 Post Construction Flow Evaluation:

The Phase #10 Post-Construction Flow Evaluation will compare pre and post-rehabilitation ground water levels and flow isolation data to estimate the quantity of peak infiltration removed from the sewer system form the Phase #10 Construction project. A draft & Final Report will be prepared evaluating the pre and post construction flows.

The above work will be performed pursuant to the terms and conditions detailed within the Agreement For Engineering Services By and Between the Town of Arlington and Weston & Sampson Engineers, Inc. and the approved MWRA I/I Local Financial Assistance Project Application received January 15, 2020. Total project cost is estimated at \$885,000. Eligible MWRA I/I Local Financial Assistance is \$800,000 (Phase 11 funds). (Eligible Phase #12 Design, Bid, & Award Cost = \$85,000; Eligible Phase #12 Construction & Construction Services Cost = \$700,000; Eligible Phase #10 Post Construction Flow Evaluation Cost = \$15,000). Estimated I/I removal will be determined upon contract completion.

MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 11 ATTACHMENT B FINANCIAL ASSISTANCE AGREEMENT

PROJECT NO. WRA-P11-01-3-1143

TOWN OF ARLINGTON

TASK 1 – PHASE #12 DESIGN, BID, & AWARD TASK 2 – PHASE #12 REHABILITATION CONSTRUCTION & CONSTRUCTION SERVICES TASK 3 – PHASE #10 POST-CONSTRUCTION FLOW EVALUATION

PROJECT SCHEDULE

Description of Work	Start Date	Completion Date
Phase #12 Design, Bid & Award	January 2020	May 2020
Phase #12 Construction (including Warranty Retes	t) July 2020	May 2021
Phase #10 Post Construction Flow Evaluation	May 2020	August 2020

MWRA I/I LOCAL FINANCIAL ASSISTANCE PROGRAM - PHASE 11 ATTACHMENT C FINANCIAL ASSISTANCE AGREEMENT

PROJECT NO. WRA-P11-01-3-1143

TOWN OF ARLINGTON

TASK 1 – PHASE #12 DESIGN, BID, & AWARD

TASK 2 – PHASE #12 REHABILITATION CONSTRUCTION & CONSTRUCTION SERVICES

TASK 3 – PHASE #10 POST-CONSTRUCTION FLOW EVALUATION

LOAN AGREEMENT

LOAN AGREEMENT

LOAN AGREEMENT, dated the 2nd day of March 2020 between the Massachusetts Water Resources Authority, a body politic and corporate, a public instrumentality and an independent public authority of The Commonwealth of Massachusetts (the "Authority") established by the Massachusetts Water Resources Authority Act, Chapter 372 of the Acts of 1984 of the Commonwealth of Massachusetts ("Commonwealth"), as amended (the "Act"), having its principal place of business in Boston, Massachusetts, and the Town of Arlington, MA (the "Government Unit").

WITNESSETH:

WHEREAS, the Authority has established a program of loans and grants (the "I/I Local Financial Assistance Program") to assist Local Bodies, as defined in the Act, in establishing programs for the reduction and control of infiltration and inflow ("I/I") into local sewer systems (the "Local I/I Programs") which will have a beneficial impact on the Authority's cost of maintaining and improving the Authority's sewer system; and

WHEREAS, the Government Unit has requested a loan from the Authority in the amount of \$200,000 (hereinafter referred to as the "Loan") for the purposes of funding its Local I/I Program and, to evidence the indebtedness to be incurred thereby, has duly authorized the issuance of its bonds in the principal amount of the Loan (the "Municipal Bonds"), which Municipal Bonds are to be issued to and held by the Authority in accordance with this Loan Agreement; and

WHEREAS, simultaneously with the making of the Loan, the Authority is making a grant in the amount of \$600,000 to the Government Unit (the "Grant"), which Grant will also be used by the Government Unit to fund its Local I/I Program; and

WHEREAS, the Authority may finance the Loan and the Grant from the proceeds of an issue of its tax-exempt revenue bonds which proceeds are subject to certain limitations as to investment and application;

NOW THEREFORE, the parties hereto agree as follows:

- 1. The Loan, the Grant and the Municipal Bonds. The Authority hereby agrees to make the Loan and the Grant and the Government Unit hereby agrees to accept the Loan and the Grant and, with respect to the Loan, to evidence its obligation to repay the Loan by issuing to the Authority the Municipal Bonds in the principal amount of the Loan, and substantially in the form attached hereto as Exhibit A. Neither the Loan nor the Municipal Bonds shall bear interest.
- 2. Representations and Warranties. The Government Unit represents and warrants as follows: (a) it has duly adopted all necessary votes and resolutions and has taken all proceedings required by law to enable it to enter into this Loan Agreement and issue its Municipal Bonds to the Authority to evidence its obligation to pay the Loan; (b) the Municipal Bonds have been duly authorized, executed and delivered by the Government Unit and constitute valid and binding obligations of the Government Unit, enforceable in accordance with their terms, except as such

enforceability may be limited by bankruptcy, insolvency, moratorium, reorganization or other laws affecting creditors' rights heretofore or hereafter enacted and general equity principles; (c) the Municipal Bonds constitute general obligations of the Government Unit to which its full faith and credit is pledged; (d) all permits and approvals necessary to construct the project being financed by the Grant and the Loan (the "Project"), given the current status of the Project, have been obtained and remain in full force and effect; and (e) no litigation before or by any court, public board or body is pending or threatened against the Government Unit seeking to restrain or enjoin the issuance of the Municipal Bonds or the construction of the Project.

- 3. Covenants. The Government Unit agrees that until the Loan shall be paid in full, and the proceeds of the Loan and the Grant, together with the earnings thereon, shall be expended in full, it shall perform the following covenants: (a) it shall make the payments with respect to the principal of the Municipal Bonds in ten equal annual installments, all at the time and in the amounts set forth in the Municipal Bonds; (b) it shall notify the Authority in writing, from time to time, of the name of the official of the Government Unit to whom invoices for the payment of principal should be addressed if different from the address set forth in paragraph 8; and (c) it shall furnish the Authority annually such information regarding the Government Unit's Local I/I Program and the implementation thereof, including project status and expenditure reports and evidence of compliance with any applicable permits and any other financial or project information as the Authority may reasonably request.
- 4. Opinion of Bond Counsel. Attached hereto as Exhibit B is an opinion of bond counsel to the Government Unit to the effect that (i) the Municipal Bonds have been duly authorized, executed and delivered by the Government Unit and constitute valid and binding general obligations of the Government Unit, enforceable in accordance with their terms, except as such enforceability may be limited by bankruptcy, insolvency, and moratorium, reorganization or other laws affecting creditors' rights heretofore or hereafter enacted and to general equity principles, and (ii) the Municipal Bonds constitute general obligations to which the Government Unit's full faith and credit is pledged.
- 5. Application of Grant and Loan Moneys. (a) The Government Unit shall deposit the proceeds of the Loan and the Grant (collectively, the "Proceeds") in a single account (the "Account") separated from its other moneys. Such Account shall be invested with Massachusetts Municipal Depository Trust or in such other manner as may be approved by the Authority from time to time in the Authority's reasonable discretion. Earnings on the Account shall be retained in such Account. The Government Unit shall arrange for copies of all investment reports with respect to the Account to be furnished in timely fashion to the Authority.
- (b) The Proceeds, together with the earnings thereon, shall be applied to the costs of the Government Unit's Local I/I Program.
- (c) The Government Unit acknowledges that the Authority has financed the Loan and the Grant with the issue of the Authority's tax-exempt revenue bonds (the "Authority Bonds"). The Government Unit agrees to take such steps as are reasonably requested by the Authority in order to

preserve the tax-exempt status of the Authority Bonds including, but not limited to, the following: (i) to pay to the Authority such amount, not exceeding the Government Unit's investment earnings on the Proceeds, as may be required to satisfy the Authority's obligation to pay rebate to the United States pursuant to Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"); (ii) to the extent feasible, to limit the investment of the Proceeds, together with any earnings thereon, to such interest rate or to such investments as the Authority may specify from time to time in writing; and (iii) to repay to the Authority the Proceeds upon its written request, together with any earnings thereon, in exchange for other moneys which are not subject to investment restrictions or which are subject to lesser restrictions.

- (d) The Government Unit shall repay to the Authority the unexpended balance in any account established pursuant to Section 5(a) hereof on or before May 21, 2021 or thereafter shall invest such unexpended balance in accordance with the directions of the Authority in order to assure compliance with the applicable provisions of the Code.
- 6. Prepayment of Loan. The Authority shall have the right to cancel all or any part of its obligations hereunder and the Government Unit shall be obligated to repay all of the Proceeds previously disbursed to it which remain unexpended, together with any earnings on the Proceeds, upon the Authority's request if: (a) any representation made by the Government Unit to the Authority in connection with its application for Authority assistance shall be incorrect or incomplete in any material respect; or (b) the Government Unit is in (i) default of any of its obligations hereunder to make payment on the Municipal Bonds as and when the same shall become due and payable, or (ii) in default of any other covenant or agreement on its part contained herein, and such default shall continue for thirty (30) days after written notice from the Authority specifying the default and requesting that the same be remedied.

If the Authority demands repayment of the Proceeds and the earnings thereon pursuant to Section 6(a) or if repayment is made pursuant to Section 5(d), the moneys returned to the Authority shall be attributed first to the Proceeds. Seventy-five percent of the Proceeds shall be treated as a return of the Grant. Twenty-five percent of the Proceeds and any earnings on the Proceeds shall be applied to a prepayment of the Loan. If the Authority demands repayment of the Proceeds and the earnings thereon pursuant to Section 6(b), the moneys returned to the Authority shall be attributed first to earnings on the Proceeds and then to a return of the Grant. Any Proceeds after such allocation shall be applied to a prepayment of the Municipal Bonds.

In addition to the foregoing provisions, the Government Unit may prepay the Loan upon thirty (30) days written notice to the Authority. Except as expressly provided herein, all prepayments shall be without penalty.

The Government Unit shall remain liable after any prepayment for the unpaid principal on the Municipal Bonds. Any prepayment shall be applied to the installments of principal due in inverse chronological order.

- 7. Tax Covenants. The Government Unit shall not take, or permit to be taken, with respect to the Loan or the Project, any action or actions that would cause any of the Authority's Bonds to be an "arbitrage bond" within the meaning of Section 148 of the Code or a "private activity bond" within the meaning of Section 141(a) of the Code or that would cause any such bond to be "federally guaranteed" within the meaning of Section 149(b) of the Code, or that would otherwise cause interest on the Authority Bonds to become included in gross income of the recipient thereof for the purpose of federal income taxation.
- 8. Any notices to be delivered under this Loan Agreement shall be effective upon receipt and shall be given by certified mail, return receipt requested to:

As to the Authority:

Matthew R. Horan, Treasurer Massachusetts Water Resources Authority 100 First Avenue, Charlestown Navy Yard Boston, MA 02129

As to the Government Unit:

Town of Arlington, Massachusetts Town Hall 730 Massachusetts Avenue Arlington, MA 02476 ATTN: Phyllis Marshall, Town Treasurer

- 9. Severability. If any provisions of this Loan Agreement shall for any reason to be held to be invalid or unenforceable, the invalidity or unenforceability of such provision shall not affect any of the remaining provisions of this Loan Agreement and this Loan Agreement shall be construed and enforced as if such invalid or unenforceable provision had not been contained herein.
- 10. Counterparts. This Loan Agreement may be executed in one or more counterparts, any of which shall be regarded for all purposes as an original and all of which constitute but one and the same instrument. Each party agrees that it will execute any and all documents or other instruments, and take such other actions as may be necessary to give effect to the terms of this Loan Agreement.
- 11. No Waiver. No waiver by either party of any term or conditions of this Loan Agreement shall be deemed or construed as a waiver of any other terms or conditions, nor shall a waiver of any breach be deemed to constitute a waiver of any subsequent breach, whether of the same or of a different section, subsection, paragraph, clause, phrase, or other provision of this Loan Agreement.
- 12. <u>Integration</u>. This Loan Agreement merges and supersedes all prior negotiations, representations, and agreements between the parties hereto relating to the subject matter hereof and constitutes the entire agreement between parties hereto in respect hereof.

IN WITNESS	WHEREOF,	the parties hereto	have executed t	his agreement the d	ay and year
first above written.	802				

(SEAL) Attest:	MASSACHUSETTS WATER RESOURCES AUTHORITY			
×	By:			
Rose Marie Convery Assistant Secretary	Matthew R. Horan, Treasurer			
(SEAL) Attest:	TOWN OF ARLINGTON, MASSACHUSETTS			
	e e e e e e e e e e e e e e e e e e e			
4 1 4	By: 2			
Stephanie L. Lucarelli Town Clerk	Adam W. Chapdelaine, Town Manager			

VOTE OF THE SELECT BOARD

I, the Clerk of the Select Board of the Town of Arlington, Massachusetts, certify that at a meeting of the board held February 10, 2020, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

<u>Voted</u>: that the sale of the \$200,000 Sewer Bond of the Town dated March 2, 2020, to Massachusetts Water Resources Authority (the "Authority") is hereby approved and the Town Treasurer or other appropriate Town official is authorized to execute on behalf of the Town a Loan Agreement and a Financial Assistance Agreement with the Authority with respect to the bond. The bond shall be payable without interest on February 15 of the years and in the principal amounts as follows:

Year	<u>Installment</u>	Year	<u>Installment</u>
2021	\$20,000	2026	\$20,000
2022	20,000	2027	20,000
2023	20,000	2028	20,000
2024	20,000	2029	20,000
2025	20,000	2030	20,000

<u>Further Voted</u>: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing vote.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the bond were taken in executive session, all in accordance with G.L. c.30A, §§18-25 as amended.

Dated:	February 10, 2020		
	a magazanggi a a 🗪 a madalan	Clerk of the Select Board	



Town of Arlington, Massachusetts

For Approval: Arlington Jazz Festival Banners

Summary: Daniel Fox

ATTACHMENTS:

	Type	File Name	Description
ם	Reference Material	Banner_Request_and_Images.pdf	Request and Banner Images
ם	Reference Material	Schedule.pdf	Banner Schedule

Subject: Re: Select Board approval - jazz banners

To: Marie Krepelka < MKrepelka@town.arlington.ma.us>

From: Daniel Fox <danfox617@gmail.com>

Date: 02/05/2020 07:59 AM

Hi Marie,

We will use the same banners as last year 36'x58' and from that we will hang a smaller banner 36x12 with the new dates.

The proposal is to have the banners up by around April 1 at the west side intersection of Rt. 60. in anticipation of May14-17 festival. thanks,

Dan

ARLINGTON

For more information, please visit
Arlington azz.org



MORNINGSIDE MUSIC STUDIO

MAY14-17

BANNER SCHEDULE 2020

Month	Event	Event	Event	Event
January				
February	Human Rights Commission Black History Month 16 East Arl. & Arl. Center			
March				
April	APA Youth Initiative Banners 12			
May	APA Youth Initiative Banners 12			
June	APA Youth Initiative Banners 12			
July				
August				
September				
October				
November				
December				



Town of Arlington, Massachusetts

Minutes of Meetings: January 27, 2020

ATTACHMENTS:

Type File Name Description

Reference Material 1.27.2020_draft_minutes.docx Draft Minutes 01.27.2020



Date: January 27, 2020

Time: 7:15 PM

Location: Select Board Chambers, 2nd Floor, Town Hall

Present: Mrs. Mahon, Chair, Mr. Dunn, Vice Chair, Mr. Curro, Mr. Hurd, Mr. DeCourcey

Also Present: Mr. Chapdelaine, Mr. Heim, Ms. Maher

CONSENT AGENDA

1. Minutes of Meetings: January 6, 2020

2. Reappointments (terms to expire 1/31/2023)

Commission on Disabilities

Karen Mathiasen

LGBTQIA+Rainbow Commission

Helene Newberg

Open Space Committee

Elisabeth Carr-Jones

Park and Recreation Commission

Shirley Canniff

Redevelopment Board

Eugene Benson

Andrew Bunnell

Ms. Mathiasen appeared before the Board to thank them for her reappointment and stated that she was looking forward to serving on the Commission on Disabilities for three more years.

- For Approval: Contractor/Drainlayer License Renewal Michael McDougall, McDougall Bros. Enterprises, LLC, Marshfield, MA
- Request: Special (One Day) All Alcohol License, 2/1/20 @ Arlington Catholic High School for 'Quiz Night' Elizabeth Flynn, Director of Advancement, Arlington Catholic High School
- 5. Request: Special (One Day) Beer & Wine License, 2/1/20 @ Robbins Memorial Town Hall for Arlington Center for the Arts 'Blue Jean Ball' Lisa Pedulla, Arlington Center for the Arts

- Request: Special (One Day) Beer & Wine License, 2/22/20 at Robbins Memorial Town Hall for a Private Event Daniel Vagle
- 7. For Approval: Black History Month Banners Crystal Haynes, Arlington Human Rights Commissioner

Ms. Haynes appeared before the Board to explain to the Board that when she joined the Human Rights Commission to make it more inclusive community and to make that visible. Ms. Haynes commissioned art work for banners to go up in town that will be on 16 poles along Mass Ave. The Banners have figures in African American History featured on them in connection with Massachusetts specifically

Mr. Curro moved approval subject to all conditions as set forth with reference to revised Minutes of the Meeting on January 6th. SO VOTED (5-0)

PUBLIC HEARINGS

- 8. 7:15 p.m. CDBG Performance Update for Program Year 2019-2020 Jenny Raitt, Director of Planning & Community Development
- 9. 7:15 p.m. CDBG Requests for FY2020-2021 Funding Jenny Raitt, Director of Planning & Community Development

Ms. Raitt asked the Board for permission to combine the two agenda items together. Ms. Raitt stated that the CDBG has been operating in Arlington for 45 years. Arlington is an entitlement community which means that Town receives funding directly from the US Department of Housing and Urban Development and the Arlington Planning Department has been administering those funds for the Town. Ms. Raitt explained that these are funds that if we did not have it would be very challenging for organizations to continue their operations such as critical programs primarily for low and moderate income individuals in Arlington. The Town is able to achieve a lot through these grants even though we have limited funds because we serve so many organizations that do fundraising and recourse development. This past year the Town was awarded just over 1.1 million dollars through the grant program and there are a lot of interested recipients. All of the CDBG sub recipients are making great progress in achieving their anticipated goals and outcomes. The Arlington Housing Corporation remains the primary recipient of funding under the category of affordable housing. Public Service programs are limited to 20% of the overall grant but the Town often has a lot of demand for this. The Arlington Boys and Girls Club operation success through the Arlington Housing Authority and Fidelity House have already met or exceeded their goals of serving 278 low to moderate income individuals. The Council on Aging exceeded their goals for the transportation and volunteer coordinator programs. For public facilities and improvements the DPW installed 45 ADA compliant curb cuts in the Sunnyside area. The Town issued an RFP for project design for an extension on the Wellington Park project, which includes the trail, and work will begin by June. The Luciana Park reconstruction project is aiming to have a final design in place by June as well. Food Link completed their acquisition of their new headquarters on Summer Street. Envision Arlington's annual survey is now completely online this year. This upcoming CDBG

year it is expected to receive the same amount of money, they have received 20 applications, some of which are new. One application is phase 2 of the Whittemore Robbins Park which will include making the area around the Jefferson Cutter House ADA compliant. Another application is the Town Hall Plaza improvements, which is the area at the Mass Ave entryway. The plan is to make it a more accessible space and it is in need of repair. Arlington Eats is proposing 2 different applications, one being for capital improvements to the fit out of space at 117 Broadway and the other is for operational support. Another proposed application is a neighborhood revitalization strategy area planning process for Arlington Center where if they are able to create a neighborhood revitalization strategy they would be able to leverage additional CDBG funds in the future to help with improvements in a greater way than they can now, and without that plan they are not able to do that. Going forward the CDBG sub-committee will meet where they will review the applications in early February. After that they would come back to the Board with recommendations by late February or early March. The following people spoke on behalf of their applications:

Janet McGuire and Peggy Regan – Operation Success

Deanne DuPont – Foodlink

Andi Doane and Lauren Ledger – Arlington Eats

Lisa Urban – Fidelity House

Christine Shaw - Council on Aging

John Leonard spoke in favor of the improvements to Town Hall Plaza.

Mr. Dunn moved receipt of Agenda Items 8 and 9 as a joint motion. SO VOTED (5-0)

APPOINTMENTS

10. Zoning Board of Appeals, Alternate Member to Voting Member Kevin Mills (term to expire 10/31/2021)

Mr. Mills explained his willingness to serve as a full time member on the Zoning Board of Appeals. He is a longtime resident as well as a Town Meeting Member for Precinct 1. Mr. Dunn expressed the importance of the upcoming Mugar decision and it is extremely important that the quality of the decision of the ZBA will make all the difference in court. Mr. Dunn stated that if he needs anything from this Board or the Town Manager don't hesitate to contact them. Mr. Mills thanked the Board and stated that the ZBA has already received substantial support from Mr. Heim's office.

Mr. Dunn moved approval.

SO VOTED (5-0)

CITIZENS OPEN FORUM

Except in unusual circumstances, any matter presented for consideration of the Board shall neither be acted upon, nor a decision made the night of the presentation in accordance with the policy under which the Open Forum was established. It should be noted that there is a three minute time limit to present a concern or request.

John Leonard, 26 Grove Street, appeared before the Board to suggest that there should be rostrums available for people presenting at the Select Board hearings.

Beth Melofchik, 20 Russell Street, expressed her concern in regards to the use of single-use plastic water bottles; her hope is that the Town will disallow the use of these water bottles in the future. Ms. Melofchick also expressed her disappointment in the Town for the need of tree removal in Broadway Plaza and Whittemore Park for ADA compliant sidewalks. She would also like to question the use of public funds to renovate a public space for the exclusive private use of cafes such as Café Nero which is located in Broadway Plaza. She would like to know what Café Nero pays for the use of the plaza. Ms. Melofchik is concerned about the trees at Cooke's Hollow that is located on Mystic Street. She stated that several trees and branches are collecting under the bridge preventing water from getting through. She hopes that Arlington will have a townwide plan to fortify the tree canopy where we will plant more trees and not remove them.

Ann Wright, 84 Milton Street, is a member of the local Mothers Out Front Chapter; she also founded the Town Gas Leaks Task Force. She came to strongly encourage the Board to support a warrant article that would ban fossil fuel infrastructure hookups in new construction and major renovations. She explained that this would be a good follow-up to our heat smart contract which allowed many residents to replace their oil or gas burners with air source heat pumps. Ms. Wright would like to meet with each of the Board members to discuss this concept they are putting forward to make Arlington a clean energy town.

Amos Meeks, 25 Lee Terrace, is the co-chair of sustainable Arlington. He wanted to reiterate his support for the potential warrant article to ban fossil fuel in the Town of Arlington. Mr. Meeks wanted to make sure that the wording of the warrant article is broad enough to let them consider various changes and exemptions through public input.

TRAFFIC RULES & ORDERS / OTHER BUSINESS

11. Discussion & Approval: Hazard Mitigation Plan Martin Pillsbury, Metropolitan Area Planning Council Jenny Raitt, Director of Planning & Community Development Emily Sullivan, Environmental Planner/Conservation Agent

Martin Pillsbury, Director of Environmental Planning at MAPC, gave an overview of the FEMA Hazard Mitigation Plan that the Town is in the midst of preparing. Arlington's first plan was approved by FEMA in 2012 and now must be updated. The updated plan will meet FEMA's new requirements and make the Town of Arlington eligible for FEMA mitigation grants. This plan is for mitigating damages from natural hazards for example flooding, high winds, winter storms, brush fires, earthquakes, extreme temperatures, drought etc. This plan is considered a pre-disaster mitigation plan; it is not an emergency response plan. This plan is looking at mitigating hazards before they occur, with this plan it will help reduce or prevent loss of life, injuries and property damage by using long-term strategies before a disaster happens. FEMA put this program forward in the hopes that it would break the constant cycle of disaster and rebuild, which costs lots of money. There are six tools and techniques that will help mitigate natural hazards they are, prevention, property protection, public education, natural resources protection, structural projects, and emergency services protection. One of the things that are an

outstanding piece in this plan is a very thorough inventory of critical facilities. They have 106 of them that were identified by the local team including disaster response sites such as fire and police stations and sites that require assistance such as elderly housing. The Town identified where there are local areas of drainage and flooding that are problems that people have experienced. Moving forward with this plan, the next steps are submitting the draft plan to MEMA and then FEMA for review and approval after which it will be adopted by a vote of the Select Board. FEMA will issue a letter of plan approval and the Town will be eligible for FEMA mitigation grants.

Mr. Curro asked why microbursts were not included in the plan as the Town has experienced those in years prior. Mr. Pillsbury stated that they would and should include microbursts if they had any information regarding where and when they have occurred to forward them to them. Mr. Hurd asked what the role of the 106 critical facilities is in the plan. Mr. Pillsbury stated that you can break the items in that list into three categories: facilities that provide utility to the town, facilities that might require assistance and general infrastructure. Mrs. Mahon asked if they could incorporate the remaining three CSO outfalls that discharge into the Alewife Brook. Mr. Pillsbury said that there could be a link to natural hazards if it is high rainfall that activated the overfills into the brook and if they get that information they would be happy to include it. Mr. DeCourcey suggested that the information regarding the difference between the hazard mitigation plan and the comprehensive emergency management plan could be put up on the website. Mr. DeCourcey asked if the numbers of various hazards that are identified in the plan are in order of priority. Mr. Pillsbury stated that they have not been prioritized against each other.

Patricia Worden, 27 Jason Street, appeared before the Board to express her concerns regarding some mistakes that are in the report. She stated that in the report it says that Arlington High School is listed having zero infrastructure flood risk and Menotomy Preschool is as being a significant flood zone but Menotomy Preschool is located inside Arlington High School. Mrs. Worden also stated that in the report that Arlington recreated the Town Common when in fact we have never had a common.

Xavid Pretzer, 44 Grove Street, stated that he is glad that the plan has reference to the DPW having flood water storage because flooding affects a lot of the homes along Brattle and Grove Street and anything that can be done to mitigate that would be very valuable. He suggested the ability for the water to flow under Grove Street.

Arne Franzen, 81 Oakland Avenue, requests to see a prioritization of the projects in this plan. He stated that it would be nice to see what the Town has done and what it is planning to do moving forward and where we stand in terms of the process.

Mr. Curro moved receipt.

SO VOTED (5-0)

12. Debrief and Follow-up from Joint Meeting with Redevelopment Board on January 13, 2020

Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine explained the memo and the updated engagement schedule in regards to the joint meeting with the Redevelopment Board. Mr. Hurd questioned the wording in the memo; he didn't think it was a good idea for both boards to take votes. Mr. Chapdelaine stated that the preferred course would be to comment on it and not to have a dueling motion. Mr. Hurd asked if we could clean up the language where it says review and votes on recommended actions. Mr. Chapdelaine suggested adding some

language that states it is recommended that votes only be taken in each Board's respective jurisdiction. Mr. Dunn stated that he would prefer that at the right time when the ARB is ready for the Select Board to give an opinion and the Select Board is similarly ready to give an opinion, that the Select Board take that vote. Mr. Dunn stated that the leadership of the Select Board can really help push across the finish line. Mr. Heim told the Board that there can only be one legally operative motion in a zoning matter before Town Meeting according to MGL Chapter 40a. Mr. DeCourcey stated that the term Board is used interchangeably between Select Board and ARB; he asked that be cleared up to the respective Boards. Mr. Curro stated that what he expects the Select Board would be voting on is whether or not they concur in the recommended action not the article itself, in order to avoid the duel voting situation. Mr. Curro also stated that in the timetable it shows July and fall as a joint goal-setting meeting, and that may be too close and to see what happens in July's meeting. Mrs. Mahon stated that she agrees with the other Board members and there needs to be more discussion moving forward.

13. Fiscal Year 2020 Quarterly Budget Report Sandy Pooler, Deputy Town Manager Ida Cody, Comptroller

Mr. Pooler appeared before the Board and handed out an updated report as the General Fund Revenue page was inadvertently left out. Mr. Pooler explained that this is the second quarterly budget report to the Select Board and the Finance Committee and generally everything is on target. We are 50% through the year and this report shows that on the expense side of the general fund we have encumbered approximately 57% of people's budgets. On the revenue side we have collected about 47%. Many departments, particularly those with large accounts, for example Public Works, has trash accounts and Facilities has fuel accounts; they encumber those funds early in the year so it shows that those resources have been accounted for either directly spent or encumbered so they don't inadvertently get spent later. The departments on the Town side are listed in alphabetical order in the report as opposed to the order they show up in Munis as it is easier to read. They have separated out the big accounts like debt, insurance accounts, Minuteman, and pensions and then all the smaller warrant articles that went through revenue. The revenue is at 40% for two factors, one being that our biggest source of revenue is our property taxes. The first two property taxes of the year are estimated bills and the second two are actual bills which are invariably higher than the estimated. The end of the year bills will also include the override on them where the first two bills did not. The second factor in the second half of the year that brings in more revenue is motor vehicle excise bills. It should also be noted that the interest rate collection for the Town is very good. The Enterprise Funds are all collecting revenue, the only one that has cause for concern is the AYCC is doing a great job responding to needs in the community which means there is more revenue coming in but they are running ahead of what they're authorized to spend during the year so they are keeping an eye on that. Mr. Hurd had some question in regards to the hotel in East Arlington, and Mr. Pooler stated that they recently expanded meaning they are bringing in more revenue than years past. Mr. DeCourcey had a question about what was included in the penalties interest. Mr. Pooler confirmed that it is late tax payments. Mr. DeCourcey stated that there is an incredible demand for the AYCC services and we should look into ways to help them provide those services.

Mr. Curro moved receipt.

SO VOTED (5-0)

14. FY 2021 Town Manager's Budget Presentation Adam W. Chapdelaine, Town Manager

Mr. Chapdelaine explained the budget process to the Board. The Town follows a fiscal year that runs from July 1 to June 30. He detailed that all departments are to return their Capital Budget requests to the Town Manager's Office by September. Similarly, the Town asks all departments for their operating budget requests to the Town Manager's Office by November. The budget books are due on January 15th, which is part of the Town Manager Act to be delivered to the Select Board and the Finance Committee on that day. In January through April the Finance Committee will meet with departments on their budget and other financial warrant articles. In March the Town Manager's Office puts together the annual budget and financial plan that is presented to the Select Board and the Finance Committee. The Town waits until March because that's when the Town receives the updated health insurance numbers. In April the Finance Committee submits their report to Town Meeting and in May Town Meeting adopts the Operating and Capital Budgets. Mr. Chapdelaine spoke in regards to the upcoming FY 21 budgets projected revenue and expenditures including the Warrant Articles, the majority of that amount is dedicated funding to retiree healthcare. One new warrant article that was included this year is funding for Blue Bikes. Lime Bike has ceased operation and we have applied for grants to become part of the Blue Bike network as well as asking for consideration of a warrant article in the amount of \$100,000. This budget maintains the Board's commitment in regards to exercising fiscal discipline while maintaining quality municipal services as well as the Board's commitment to building Arlington's future. There are a number of investments in Town Departments that will be made such as the addition of a Permit Engineer position and Systems Innovation Manager in Public Works. We are recommending the addition of one additional School Resource Officer who will spend time between the middle school and elementary schools. Through the help of the Library Director as well as the Library Trustees, they asked that we create a full time librarian at the Fox Library. The final recommended investment is making the Public Information Officer from part time to full time. Mrs. Mahon asked if we could track the number of hours that were spent as well as the cost for public records requests in Town. Mr. DeCourcey stated that in April we will have a new Town Clerk and in many communities the Clerk's Office has a role in public records requests, so hopefully moving forward there may be a way to work with that office to see if there is a way to relieve some of the burden from the Town Manager's Office. Mr. DeCourcey asked if we should consider moving the date that the Town Manager's Office has to submit the budget book to the Select Board to a later date so that they can incorporate the Governor's numbers in the book. Mr. Chapdelaine stated that it would be very helpful to his staff and the people that work on the budget.

Mr. Curro moved receipt.

SO VOTED (5-0)

15. For Approval: Acceptance of Bequest from the Daniel Strassberg Trust for the Robbins Library and Authorization for Release and Receipt Douglas W. Heim, Town Counsel

Mr. Heim stated that this very generous gift is to the Robbins Library from the Daniel Strassberg Trust. Mr. Heim told the Board that there will be another occasion to celebrate this gift that the library board of trustees will be in charge of. He stated that he received a question about whether or not this needed to be referred to the Public Memorials Committee first, and he stated that the Board can proceed to accept the bequest and give Mr. Heim the authorization to sign the receipt and release while also referring it to the Public Memorials Committee to make sure that the plaque is appropriately administered.

Mr. Dunn moved to accept the bequest and authorize Mr. Heim to execute the receipt and release.

SO VOTED (5-0)

Mr. Curro moved to refer to Public Memorials Committee.

SO VOTED (5-0)

16. For Discussion and Approval: Potential 2020 Town Meeting Warrant Articles from the Select Board

Douglas W. Heim Town Counsel

Mr. Heim stated that there are two parts of Warrant Articles before the Board. One is the recommendations and requests from the Election Modernization Study Committee and the other is a set of miscellaneous Warrant Articles that come from a variety of Committees or Town Departments. Mr. Heim stated that placing the matter on the warrant is voting to have the discussion at a warrant article hearing and potentially then at Town Meeting it's not necessarily the same thing as the Board saying the agree with the matter.

James O'Conor, Chair of the Election Modernization Study Committee and Greg Denis, Vice Chair, appeared before the Board to reference the three Warrant Articles they would like on the Warrant. One of them being to extend the life of the Election Modernization Study Committee, he stated that there are some members that are on the Committee that have not attended the meetings and may no longer need to be on the Committee. Mr. O'Conor stated that maybe they could get someone that really wants to be on the committee instead. Another thing the Committee has considered is extending voting authorization to all members.

Mr. Heim clarified that the Election Modernization Study Committee is looking for the Board to vote to place these three articles in the Warrant as "inserted by the Select Board at the request of the Election Modernization Study Committee". He stated that the Select Board is one of the entities that helped create this Committee so it seemed appropriate that they come back and seek the Select Board's support to place these articles on the Warrant. Mr. Chapdelaine stated that he had never seen it worded as inserted by the Select Board at the request of but rather how we normally do it as inserted at the request with the assumption that it is always the Select Board. Mr. Denis stated that there are two other articles that they are requesting; one would consolidate the Town Meeting Member elections into a single election per precinct even when there are midterm vacancies. The other would use rank choice voting to elect Town offices.

Mr. Dunn moved to place these articles on the warrant. SO VOTED (5-0)

Mr. Heim described the following potential warrant articles that would be placed on the warrant:

Home Rule Legislation / Senior Water Discount Bylaw Amendment / Stormwater Management

Home Rule Legislation / Retired Police Officer Details

Bylaw Amendment / Fossil Fuel Infrastructure

Bylaw Amendment / Water & Sewer Line Replacement

Bylaw Amendment / Municipal Affordable Housing Trust Fund

Mr. Chapdelaine stated that for the Board's consideration for the Senior Water Discount to be inserted by the Select Board. The Stormwater Management as well as the retired Police Officer details would fit well under inserted at the request of the Town Manager. The fossil fuel infrastructure is looking for the support of the Board but would be inserted at the request of the Clean Energy Future Committee. The sewer line replacement would similarly fit well under the Town Manager and the municipal affordable housing trust fund by the Housing Plan Implementation Committee. Mr. Chapdelaine reiterated that these would be subject to the Board's discretion.

Mr. Curro moved to place these articles on the warrant with the included submission descriptions.

SO VOTED (5-0)

Mr. Curro asked Mr. DeCourcey if he would like a place holder on the warrant in regards to the budget submission date so they would be able to have a discussion about it. Mr. DeCourcey stated that there is still time to add these to the warrant but it would be amending section 31 of the Town Manager Act and would require a little more time. Mr. Heim stated that they have the ability to insert articles in the Special Town Meeting Warrant which would give them a lot more time. Mr. Dunn stated that if the Board would like it on the warrant we should place it now and have Town Counsel figure out the language.

Mr. DeCourcey moved to include that amendment as a place holder on the warrant.

SO VOTED (5-0)

NEW BUSINESS

Mr. Heim stated that Mr. Marlenga a long time employee in the Legal Department will be retiring after 41 years on Friday and encouraged the Board members if they had time to put in a call to him!

Mr. Chapdelaine thanked the Board for attending the racial equality training last Wednesday and mentioned that they had a very successful training the next day with 65 town employees. Mr. Chapdelaine stated that this past Friday and Saturday was MMA's Annual meeting where there were many good topics. He is very honored to be selected by his peers across municipal government to be MMA's Vice President which would put him in line to become president next year!

Mr. Hurd wanted to thank Leon Andrews and his team for a great presentation and give them ideas to identify some areas that they can work on in the Town. He stated that he also went to the MMA conference this weekend and it is amazing how much respect and talent our Town has amongst the other Town Managers in the state.

Mr. Curro also attended the MMA Conference where he went to two sessions that were packed!

EXECUTIVE SESSION

Mr. Dunn moved to go into Executive Session for the purpose of:

A. Consideration of purchase, exchange, lease or value of real property;

B. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements: Approval of Executive Session Minutes of January 2, 2020.

SO VOTED (5-0)

Ms. Maher took the roll call on the motion.

Mr. Hurd: yes
Mr. Curro: yes
Mrs. Mahon: yes
Mr. Dunn: yes
Mr. DeCourcey: yes

Mr. Dunn moved to adjourn the Public Meeting at 10:06p.m. to go into Executive Session and to not reconvene in Public Session.

Next Scheduled Meeting of Select Board February 10, 2020

A true record attest

Ashley Maher Administrative Assistant

1/27/2020

Agenda Item	Documents Used
1	Draft 1.6.2020 minutes
2	Reappointment Reference
3	McDougall Bro. Renewal Reference
4	AC Quiz Night Special All Alcohol Application
5	Blue Jean Ball Special Beer and Wine Alcohol Application
6	Vagle Special Beer and Wine Alcohol Application
7	Black History Month Banner Request
	Banner Schedule
9	CDBG Year 46 Applications for Select Board
10	Kevin Mills ZBA Reference
11	Memo from Planning Department
	Draft Hazard Mitigation Plan
	Presentation
12	Memo from Planning Department
	Revised Engagement Schedule
13	Second Quarter Budget Report
14	Budget Presentation
15	Strassberg Trust Gift Bequest
	Revocable Trust Receipt and Release
16	Town Counsel Potential 2020 Annual Town Meeting Warrant Articles
	Election Modernization Committee Memo



Town of Arlington, Massachusetts

Patriots' Day Committee Events, April 19, 2020

Summary:

- a) 56th Annual Patriots' Day Fun Run at 8:45 a.m. along Massachusetts Avenue;
- b) Menotomy Reenactment at 12/Noon at the Jason Russell House;
- c) Patriots' Day Parade at 3:00 p.m.

Christine Bongiorno, Patriots' Day Committee Chair

Director of Health and Human Services

ATTACHMENTS:

	Туре	File Name	Description
D	Reference Material	Patriots_Day_Committee_Event_Request.pdf	Reference

Arlington Patriots' Day Parade Committee

Bob Bowes

Christine Bongiorno

Jeff Chunglo

Captain James Curran

Jim Feeney

Chief Julie Flaherty

Kevin Flood

Carol Greeley

Joe Marshall

Jeff Munroe

Laura Munsey

John Oliver

Rich Raymond

April 19, 2020
Schedule of Events:
8:45 am Arlington Boys
& Girls Club Road Race
12noon Menotomy
Battle Reenactment
3pm Patriots Day
Parade kicks off



Arlington Patriots'
Day Parade
Committee

730 Massachusetts Ave Arlington, MA 02476 www.arlingtonma.gov/parade January 24, 2020

Arlington Select Board Arlington Town Hall 730 Massachusetts Avenue Arlington, MA 02476

RE: Patriots' Day Committee Event Requests

Dear Board Members:

The Arlington Patriots' Day Parade has been set for Sunday, April 19, 2020. On behalf of the Patriots' Day Parade Committee, I am requesting permits for the following events:

56th Annual Patriots' Day Fun Run:

The Arlington Boys and Girls Club respectfully request a permit to hold its 56th Annual Patriots' Day Fun Run on Sunday, April 19, 2020 at 8:45 am. The Fun Run is a 2.7 mile run along Massachusetts Avenue from the Lexington line. We will be arranging Police presence to start for up to 200 runners, as well as traffic control (Bikes/Motorcycles) at Park Ave, Jason Street, and Pleasant Street. The race typically lasts for 1 hour and will conclude at the Arlington Boys and Girls Club, 60 Pond Lane.

Menotomy Reenactment:

In 2020, we will be including the Arlington Patriots' Day Menotomy Battle Reenactment as part of its festivities. This event is scheduled for Sunday, April 19, 2020 beginning at 12:00 noon at the Jason Russell House. Police will be arranged to control traffic as the individuals reenacting the battle cross at the intersection of Mill Street and Massachusetts Avenue as they proceed from Arlington High School to the Jason Russell House. Police presence will also ensure a safe environment for the spectators as well.

Patriots' Day Parade:

The Patriots' Day Parade Committee respectfully requests a permit to allow a parade to form and march on Massachusetts Avenue and adjoining streets on Sunday, April 19, 2020. Sufficient Police presence will be arranged to control and divert all non-parade vehicular traffic to alternate routes 1:00 pm to 6:00 pm traveling on Massachusetts Avenue from Forest Street east to Foster Street/Linwood Street, passing in review at the Town Hall. Adjoining streets where units will form are Brattle Street, Quinn Road, and Hobbs Court.

January 24, 2020

-2-

Arlington Select Board Arlington Town Hall

The Parade will step off at **3:00 pm** promptly (rain or shine) and will end before 6:00 pm. **Please note, change in time from last year due to Greek Orthodox Easter Services at Saint Athanasius the Great.** If a permit is granted, it is requested that the Board alert, through the media, MBTA commuting citizens that the buses normally operating along Massachusetts Avenue will be using alternate routes along the parade route from 1:00 pm to 6:00 pm.

A final request is that an agenda item be added to a Select Board meeting prior to the April 19th Parade to publicly thank our Diamond and Platinum Sponsors. The Parade Committee will have recognition plaques to present to these sponsors who have made the 2020 Patriots' Day Parade possible.

We are so happy to continue this historic Parade as well as coordinate these wonderful community events in celebration of Patriots' Day. We are expecting a community-wide celebration of which we all can be proud.

Thank you for your attention and consideration of this matter, and do not hesitate to contact me if you have any questions.

Respectfully submitted,

Christine Bongiorno, Committee Chair

Christian Borgione

Director of Health and Human Services



Town of Arlington, Massachusetts

Reappointments

Summary:

<u>Board of Youth Services</u> Lori Pescatore (term to expire 1/31/2023)

<u>Library Board of Trustees</u> Heather Calvin (term to expire 6/30/2021) Jonathan Gates (term to expire 6/30/2022)

<u>Library Board of Trustees, to correct term ending date</u> Adam Delmolino (was 1/31/2022 should be 1/31/2021) Amy Hampe was (1/31/2022 should be 1/31/2021)

ATTACHMENTS:

	Type	File Name	Description
ם	Reference Material	Reappointment_Reference.pdf	Reference
ם	Reference Material	Library_Board_of_Trustee _Terms_Ending_Change.pdf	Library Board of Trustees Term Ending Changes



Town of Arlington Office of the Town Manager

Adam W. Chapdelaine Town Manager 730 Massachusetts Avenue Arlington MA 02476-4908 Phone (781) 316-3010 Fax (78l) 316-3019 E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE:

January 21, 2020

TO:

Board Members

SUBJECT: Reappointment to Board of Youth Services

This memo is to request the Board's approval of my reappointment of Lori Pescatore, Arlington, MA, to serve on the Board of Youth Services, and having a term expiration date of 1/31/2023.

Town Manager

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR DANIEL J. DUNN, VICE CHAIR JOSEPH A. CURRO, JR. JOHN V. HURD STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE TELEPHONE 781-316-3020 781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

January 21, 2020

Lori Pescatore

Re: Reappointment: Board of Youth Services

Dear Ms. Pescatore:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting to be held on Monday, February 10th at 7:15 p.m. in the Select Board Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours, SELECT BOARD

Marie A. Krepelka Board Administrator

MAK:ls



Town of Arlington Office of the Town Manager

Adam W. Chapdelaine Town Manager 730 Massachusetts Avenue Arlington MA 02476-4908 Phone (781) 316-3010 Fax (78l) 316-3019 E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE:

February 4, 2020

TO:

Board Members

SUBJECT: Reappointment to Library Board of Trustees

This memo is to request the Board's approval of my reappointment of Heather Calvin, Arlington, MA, to serve on the Library Board of Trustees, and having a term expiration date of 6/30/2021.

Town Manager

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR DANIEL J. DUNN, VICE CHAIR JOSEPH A. CURRO, JR. JOHN V. HURD STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE TELEPHONE 781-316-3020 781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

January 21, 2020

Heather Calvin

Re: Reappointment: Library Board of Trustees

Dear Ms. Calvin:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting to be held on Monday, February 10th at 7:15 p.m. in the Select Board Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours, SELECT BOARD

Marie A. Krepelka Board Administrator

MAK:ls



Town of Arlington Office of the Town Manager

Adam W. Chapdelaine Town Manager 730 Massachusetts Avenue Arlington MA 02476-4908 Phone (781) 316-3010 Fax (781) 316-3019

E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE:

January 21, 2020

TO:

Board Members

SUBJECT: Reappointment to Library Board of Trustees

This memo is to request the Board's approval of my reappointment of Jonathan Gates, Arlington, MA, to serve on the Library Board of Trustees, and having a term expiration date of 6/30/2022.

OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR DANIEL J. DUNN, VICE CHAIR JOSEPH A. CURRO, JR. JOHN V. HURD STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE TELEPHONE 781-316-3020 781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

January 21, 2020

Jonathan Gates

Re: Reappointment: Library Board of Trustees

Dear Mr. Gates:

Please be advised that the Select Board will be discussing your reappointment to the above-named at their meeting to be held on Monday, February 10th at 7:15 p.m. in the Select Board Chambers, Town Hall, 2nd Floor. Although it is not a requirement that you attend the meeting, you are invited to be in attendance.

Very truly yours, SELECT BOARD

Marie A. Krepelka Board Administrator

MAK:ls



Town of Arlington Office of the Town Manager

Adam W. Chapdelaine Town Manager

730 Massachusetts Avenue Arlington MA 02476-4908 Phone (781) 316-3010 Fax (78l) 316-3019 E-mail: achapdelaine@town.arlington.ma.us

MEMORANDUM

DATE:

February 4, 2020

TO:

Board Members

SUBJECT: Corrected term expiration dates on the Library Board of Trustees

This memo is to correct the following terms for the Library Board of Trustees:

Adam Delmolino's term expiration will be 1/31/2021

Amy Hampe's term expiration will be 1/31/2021



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 3/7/20 @ Robbins Memorial Town Hall for a Private Event

Summary:

Haris Domond and Jessica Grant

ATTACHMENTS:

Type File Name Description

Reference
Material

Domond_and_Grant_Special_Application.pdf Special Beer & Wine Application

OFFICE OF THE BOARD OF SELECTMEN



TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant:
Haris Domond/Jessica Grant
Address, phone & e-mail contact information:
Name & address of Organization for which license is sought:
Dave's Fresh Pasta, 81 Holland St., Somerville, Ma. 02144_
Does this Organization hold nonprofit status under the IRS Code? Yes _X No
Name of Responsible Manager of Organization (if different from above):
Rose Krueger
Address, phone & e-mail contact information:
same
Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year?No If so, please give date(s) of Special Licenses and/or applications and title of event(s).
Is this event an annual or regular event? If so, when was the last time this event was held and at what location? one time event
24-Hour contact number for Responsible Manager of Alcohol Event date:
617-840-7668

wedding reception
Date/time of Event:
Saturday, March 7, 2020, 6:00 pm - 10:30 pm -
Location of Event:
Arlington town Hall
Location/Event Coordinator:
Patsy Kraemer
Method(s) of invitation/publicity for Event:
wedding invitation
Number of people expected to attend:
200
Expected admission/ticket prices:
<u>N/A</u>
Expected prices for food and beverages (alcoholic and non-alcoholic):
<u>N/A</u>
Will persons under age 21 be on premises?
yes for coat check
If "yes," please detail plan to prevent access of minors to alcoholic beverages
bartender's will check ID's
Have you consulted with the Department of Police Services about your security plan for the Event? YES
OPEROP LICE ONLY
OFFICE USE ONLY For Police Chief Operations Communication on designed:
For Police Chief, Operations Commander, or designee:
Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event.
Date

Printed name/title

have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. date 2-4-20
Printed name/title POLICE COMMENTS: Least one detail.
What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law,
all-alcohol Special Licenses are available only to nonprofit organizations.) beer wine
What types of food and non-alcoholic beverages do you plan to serve at the Event? <u>full dinner/sodas/waters</u>
Who will be responsible for serving alcoholic beverages at the Event? <u>bartenders from Dave's Pasta Catering</u>
What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.
TIPS certifications Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.
attached
Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc)
Burke Distributors
Date of Delivery: _
Sat. March 7, 2020

Alcohol Serving Time (s): 6:00 pm - 10:30 pm
How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of?
Dave's Pasta will take excess alcohol to their facility
Date of Pick-Up: N/A
Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)
attached
Please submit this completed form and filing fee to the Board of Selectmen at least 21 days before your Event. Failure to provide complete information may delay the processing of your application. I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:
Signature:
Printed name: Haris Domond, Jessica Grant
Printed title & Organization name:
Email: haris.domond@gmail.com



ROBBINS MEMORIAL TOWN HALL AUDITORIUM 730 Massachusetts Avenue, Arlington, Ma. 02476

27 January 2020

SECURITY PLAN FOR DOMOND/GRANT WEDDING RECEPTION

Haris Domond and his fiance Jessica Grant are holding a wedding reception event to be held on Saturday, March 7, 2020 The event is booked for 6:00 pm - 11:00 pm. at the Arlington Town Hall. A One-Day Permit has been submitted to the Selectmen's Office.

This is the Security Plan.

We anticipate approximately 200 people to attend.

Patsy Kraemer will be the event coordinator for the event. Dave's Fresh Pasta Catering will provide the food and bartending service for the wedding.

Greg Stathopoulos will be the custodian for the event. The families of the bride and group will be responsible for ensuring that the event runs smoothly.

A fire services detail will be hired for the event. A police detail will also be requested.

Parking for the event will be available in the Town Hall parking lot, the parking lot at the Central School office building directly behind Town Hall, and on the side streets, as well as Mass. Ave.

Please advise if there are other items that we need to consider.



From: Rose Heather <rose.krueger@gmail.com>

To:

pkraemer@town.arlington.ma.us

Date: 01/21/2020 02:59 PM **Subject:** 2020 03 07 TIPS cert



Hi Patsy, Here is one of the bartenders TIPS's card See you tomorrow Rose

CWOODSIDE

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 1/22/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRO	DDUCER License # 1780862			ificate holder in lieu of si	CONTAC	⊺ Chelsea	Nardone			
HU	B International New England				PHONE (A/C, No,	P. 41		FAX (A/C, No):		
	Ballardvale Street mington, MA 01887				E-MAIL	chelsea	nardone@	(A/C, No): hubinternational.com!		
					ADDRES					1
						200 W 500		ORDING COVERAGE		NAIC#
INS	URED				1		ve of the S	outneast		39926
	Dave's Fresh Pasta				INSURER					
	DBA LDDJ Inc.				INSURER					
	81 Holland Street Somerville, MA 02144				INSURER					
	Somerville, WA 02144				INSURER					
~	WED A OF O			SERVICE MINISTER PROP	INSURER	F:				
				E NUMBER:				REVISION NUMBER:		
C E	HIS IS TO CERTIFY THAT THE POLICII NDICATED. NOTWITHSTANDING ANY RETIFICATE MAY BE ISSUED OR MAY XCLUSIONS AND CONDITIONS OF SUCH	PER POLI	TAIN, CIES.	ENT, TERM OR CONDITIO THE INSURANCE AFFOR LIMITS SHOWN MAY HAVE	IN OF AN IDED BY IBEEN RE	IY CONTRAI THE POLIC EDUCED BY	CT OR OTHE IES DESCRIE PAID CLAIMS	R DOCUMENT WITH RESPI	ECT TO	WHICH THIS
INSR LTR		ADDL	SUBR	POLICY NUMBER	(1	POLICY EFF MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
Α	X COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	\$	1,000,000
	CLAIMS-MADE X OCCUR	Х		S 1889563		6/16/2019	6/16/2020	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,000
						**		MED EXP (Any one person)	\$	10,000
								PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$	3,000,000
	POLICY PRO- JECT LOC							PRODUCTS - COMP/OP AGG	\$	3,000,000
	OTHER:								\$	
Α	AUTOMOBILE LIABILITY			0			/	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
	ANY AUTO			S 1889563		6/16/2019	6/16/2020	BODILY INJURY (Per person)	\$	
	OWNED SCHEDULED AUTOS ONLY							BODILY INJURY (Per accident)	\$	
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
									\$	
A	UMBRELLA LIAB X OCCUR							EACH OCCURRENCE	\$	1,000,000
	EXCESS LIAB CLAIMS-MADE			S 1889563	1	6/16/2019	6/16/2020	AGGREGATE	\$	1,000,000
	DED RETENTION\$								\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							PER OTH-	•	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A						E.L. EACH ACCIDENT	\$	
	(Mandatory in NH)	NIA						E.L. DISEASE - EA EMPLOYEE		
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$	
Α	Business Owners Poli			S 1889563	(6/16/2019	6/16/2020	BPP	Ψ	272,814
Α	Liquor Liability			S 1889563	(6/16/2019	6/16/2020	Per Occurence		1,000,000

CERTIFICATE HOLDER

CANCELLATION

The Town of Arlington 869 Mass. Ave Arlington, MA 02476 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jang Thirty



Town of Arlington, Massachusetts

Request: Special (One Day) Beer & Wine License, 3/14/20 @ Lesley Ellis School for a Private Event

Summary:

Jeanette Keller, Auxiliary Programs Director, Lesley Ellis School]

ATTACHMENTS:

Type File Name Description

Reference Material Lesley_Ellis_School_Special_Application.pdf Special Beer & Wine Application

OFFICE OF THE SELECT BOARD



TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

SPECIAL ALCOHOL LICENSE APPLICATION

Name of Applicant: banette Keller
Address, phone & e-mail contact information: Lesley Ellis School, 34 Winter St. Arlington, MA, 02474 781-641-5987 jkeller@lesleyellis.org
Name & address of Organization for which license is sought: Lesley Ellis School Schools for Children, Lnc.
Does this Organization hold nonprofit status under the IRS Code? Yes No
Name of Responsible Manager of Organization (if different from above): Paul Stein, Executive Director
Address, phone & e-mail contact information:
Has the Applicant or Organization applied for and/or been granted a special liquor license this calendar year? If so, please give date(s) of Special Licenses and/or applications and title of event(s)
Is this event an annual or regular event? If so, when was the last time this event was held and at what location? Annual 1 March 14, 2020 Same location (34 Winter St)
24-Hour contact number for Responsible Manager of Alcohol Event date: 781-354-9376
Title of Event: Lesley Ellis School
Date/time of Event: Sat. March 14, 2020 (30-1100p.m.
Location of Event: LES, 34 Winter St. Arlington, (gym)
Location/Event Coordinator: Jeane He Keller
Method(s) of invitation/publicity for Event: evite to school families alums and prospective parents

Expected admission/ticket prices:	Number of people expected to attend: 185 pd.
Will persons under age 21 be on premises? If "yes," please detail plan to prevent access of minors to alcoholic beverages. Have you consulted with the Department of Police Services about your security plan for the Event? WILL do this after forms are submitted. (121/20 in process.) OFFICE USE ONLY For Police Chief, Operations Commander, or designee: Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2/4/20 What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) Buses and Wine Who will be responsible for serving alcoholic beverages at the Event? Who will be responsible for serving alcoholic beverages at the Event?	S. C.
Have you consulted with the Department of Police Services about your security plan for the Event? Will do this after forms are submitted. (121/20 in pacess). OFFICE USE ONLY For Police Chief, Operations Commander, or designee: Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2 14/20 What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) Burgers and Wine What types of food and non-alcoholic beverages do you plan to serve at the Event? Burgers Toros, water social Social Who will be responsible for serving alcoholic beverages at the Event?	Expected prices for food and beverages (alcoholic and non-alcoholic):
Have you consulted with the Department of Police Services about your security plan for the Event? Will to this after forms are submitted. 1/31/20 In process. OFFICE USE ONLY For Police Chief, Operations Commander, or designee: Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2/4/20 Printed name/title POLICE COMMENTS: COUNTY Loss Loss March Mote: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) Beer and Wine What types of food and non-alcoholic beverages do you plan to serve at the Event? Burgers Loss Moter Social Solard Who will be responsible for serving alcoholic beverages at the Event?	Will persons under age 21 be on premises?
OFFICE USE ONLY For Police Chief, Operations Commander, or designee: Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2/4/20 Printed nametritile POLICE COMMENTS: CEQUEST Towns I was a variable only to nonprofit organizations.) What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) What types of food and non-alcoholic beverages do you plan to serve at the Event? Burgers, Towns, water, some Salad Who will be responsible for serving alcoholic beverages at the Event? Dancel C Donnell	If "yes," please detail plan to prevent access of minors to alcoholic beverages.
Your signature below indicates that you have discussed this event with the applicant, you have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2/4/20 Printed name/title POLICE COMMENTS: What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? Burgers, Totos, water, Sata, Salad Who will be responsible for serving alcoholic beverages at the Event? Dancel C. Donnell	Have you consulted with the Department of Police Services about your security plan for the Event? Will do this after forms are submitted. 1/31/20 in process.
What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? Buggers, Tocos, water, socia, salad Who will be responsible for serving alcoholic beverages at the Event? Date 2/4/30 Who will be responsible for serving alcoholic beverages at the Event?	OFFICE USE ONLY
what types of alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? What types of food and non-alcoholic beverages do you plan to serve at the Event? Who will be responsible for serving alcoholic beverages at the Event? Dancel Channell	For Police Chief, Operations Commander, or designee:
What types of alcoholic beverages do you plan to serve at the Event? (Note: By State Law, all-alcohol Special Licenses are available only to nonprofit organizations.) What types of food and non-alcoholic beverages do you plan to serve at the Event? Burgers Tocos, water, Socia, Salad Who will be responsible for serving alcoholic beverages at the Event? Dancel O Donnell	have reviewed the applicant's security plan, and any necessary police details have been arranged for the Event. Date 2/4/20
What types of food and non-alcoholic beverages do you plan to serve at the Event? Who will be responsible for serving alcoholic beverages at the Event? Who will be responsible for serving alcoholic beverages at the Event?	request at least one satety defail
What types of food and non-alcoholic beverages do you plan to serve at the Event? Who will be responsible for serving alcoholic beverages at the Event? Who will be responsible for serving alcoholic beverages at the Event?	
What types of food and non-alcoholic beverages do you plan to serve at the Event? Who will be responsible for serving alcoholic beverages at the Event? Who will be responsible for serving alcoholic beverages at the Event?	
Who will be responsible for serving alcoholic beverages at the Event?	all-alcohol Special Licenses are available only to nonprofit organizations.)
Daniel O'Donnell	What types of food and non-alcoholic beverages do you plan to serve at the Event?
Daniel Keller	Daniel O'Donnell
	Daniel Keller
What training or certification in responsible alcohol service does this person have? Please attach certificate or other proof of training for at least one person who will have responsibility for serving alcoholic beverages at each point of service and who will be present for the entire Event.	certificate or other proof of training for at least one person who will have responsibility for serving

Please list the names and dates of birth for all people who will be responsible for serving alcoholic beverages at the Event. Anyone serving alcoholic beverages must be at least 21 years of age.				
Daniel Keller Daniel O'Dennel				
Name of the Massachusetts wholesaler who will deliver to site? (Full supplier list available on the ABCC website: www.mass.gov/abcc) Atlantic Beserages Distributors				
Date of Delivery: 313/20 Alcohol Serving Time (s): 6.30 p.m				
How, when, and by whom will excess alcoholic beverages obtained for the Event be disposed of? To be divided amount conticipated to be left over. Date of Pick-Up: 314/20				
Please provide details (insurance company, type of policy, name of insured, and policy limits) of any relevant insurance coverage for the Event, included but not limited to General Liability and Liquor Liability insurance. (You may be asked to supply a certificate or other proof of adequate insurance coverage.)				
Please submit this completed form and filing fee to the Select Board at least 21 days before your Event. Failure to provide complete information may delay the processing of your application.				
I HAVE READ AND UNDERSTAND ALL RULES AND REGULATIONS:				
Signature: Signature:				
Printed name: Jegnette Keller				
Printed title & Organization name: Aux Prog Director/Lesling Ellis School				
Printed title & Organization name: Aux Prog Director/Lesling Ellis School Email: Skeller @ lesleyellis.org				

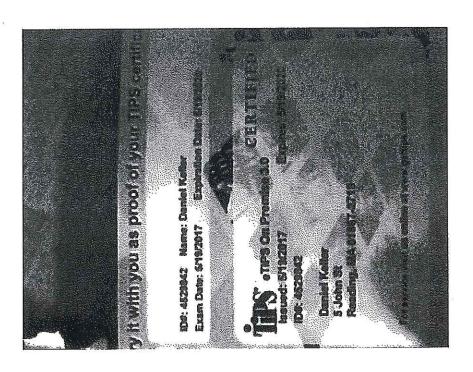
Security Plan for Liquor License Application Lesley Ellis That 70's Party - Auction – March 14, 2020

We have held this event several times in the past and the general atmosphere of parents and staff in their school community discourages over-indulgence while also encouraging folks to watch out for each other – problems are rare to non-existent. Non-the-less here are the points of our plan.

- Jeanette Keller keeps a general eye on the crowd, and is the go to person if a concern arises. As an administrative staff member (who has been at the school for 33 years) she knows everyone at the event.
- Double doors to the Crosby School Gym (Lesley Ellis School) remain open during the entire event.
- Staff working the event are informed of exits and exit signs are clearly visible.
- The school lot provides the majority of the parking necessary, additional parking is on the street.
- The bar will close a half hour before the event ends. And as this is a community event many people stay another half hour to 45 minutes helping to stack chairs etc.

 This event is very much a community event 95% of which are currently parents and staff. We do not expect any under-age participants, Lesley Ellis is a preschool-8th grade school and students are not invited to the event.

Jeanette Keller, whose adult children have served as bartenders for us several times before, manages all food and beverages at the event. She and several other Lesley Ellis staff including Carol Pollack, Admin Assist. and Deanne Benson, Head of School, all have obligations through-out the event and do not drink. Administrative staff that participates provides additional reliable oversight, but is still attending a "work event" including Paul Stein, President of Schools for Children (the parent organization of Lesley Ellis School). All have a vested interest in maintaining a healthy and safe atmosphere. Jeanette has years of experience managing events and catering experience and have been known to inform the very rare individual who has caused the slightest concern that they need to refrain – as well as insuring that the individual has a safe ride home.



From: Jeanette Keller < jkeller@lesleyellis.org>

To: Fran Reidy <FReidy@town.arlington.ma.us>

Date: 02/03/2020 01:41 PM

Subject: TIPS Certificate for Lesley Ellis School

Hi Fran,

Here is a copy of the TIPS certificate that we need for our permit. Also, Danny O'Donnell's birthdate is 1/9/90Thanks so much for all your help filling out the form. It was very useful.

Please let me know if you need any further information from me. I will be in touch next Tuesday to see if we are all set.

Have a great day, Jeanette

Jeanette Keller
Auxiliary Programs Director/Summer Director
Lesley Ellis School, Preschool-Grade 8
34 Winter St.
Arlington, MA 02474
781-641-5987
www.lesleyellis.org

Attachments:

File: TIPS Certification 2020.pdf Size: 151k Content Type: application/pdf

OP ID: AC

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

this certificate does not confer rights to the certificate holder in fleu				
PRODUCER 781-933-0076	CONTACT Richard Mahoney			
S. B. Goddard & Son Co. 7 Winn Street	PHONE (A/C, No, Ext): 781-933-0076	FAX (A/C, No):	i	
Woburn, MA 01801-2828	E-MAIL ADDRESS:			
Richard Mahoney	INSURER(S) AFFORDING COVERAGE		NAIC#	
	INSURER A : Philadelphia Insurance Co	D	palling and the first of the parties	
INSURED	INSURER B : Pilgrim ins Company			
NSURED Schools For Children, Inc. 8 Winchester Place Suite 202 Winchester, MA 01890	INSURER C: Wesco Insurance Co.			
Winchester, MA 01890	INSURER D :		· · · · · · · · · · · · · · · · · · ·	
	INSURER E :			
	INSURER F:			
COVERAGES CERTIFICATE NUMBER:	REVISIO	ON NUMBER:	Line Martin Committee Comm	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELO INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR COND CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AF	ITION OF ANY CONTRACT OR OTHER DOCUME	NT WITH RESPECT TO	WHICH THIS	

EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS POLICY EFF POLICY EXP INSR LTR ADDL SUBR LIMITS POLICY NUMBER TYPE OF INSURANCE 1,000,000 X Α COMMERCIAL GENERAL LIABILITY EACH OCCURRENCE \$ 100,000 DAMAGE TO RENTED PREMISES (Ea occurrence) PHPK2002038 CLAIMS-MADE | X | OCCUR 07/01/2019 07/01/2020 5,000 MED EXP (Any one person) 1,000,000 PERSONAL & ADV INJURY 2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: **GENERAL AGGREGATE** \$ 2.000,000 PRO-JECT X POLICY PRODUCTS - COMP/OP AGG OTHER COMBINED SINGLE LIMIT (Ea accident) 1,000,000 B **AUTOMOBILE LIABILITY** 07/01/2019 07/01/2020 CSC00001003123 ANY AUTO BODILY INJURY (Per person) SCHEDULED AUTOS OWNED AUTOS ONLY BODILY INJURY (Per accident) X X NON-OWNED AUTOS ONLY HIRED AUTOS ONLY 5.000.000 X **UMBRELLA LIAB OCCUR** EACH OCCURRENCE 5,000,000 PHUB682389 07/01/2019 07/01/2020 **EXCESS LIAB** CLAIMS-MADE AGGREGATE 10000 DED X RETENTION\$ OTH-X STATUTE WORKERS COMPENSATION AND EMPLOYERS' LIABILITY 07/01/2019 07/01/2020 1.000.000 WWC3423455 ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) E.L. EACH ACCIDENT N N/A 1,000,000 E.L. DISEASE - EA EMPLOYEE if yes, describe under
DESCRIPTION OF OPERATIONS below
Sexual/Physical 1.000,000 E.L. DISEASE - POLICY LIMIT 07/01/2019 07/01/2020 2,000,000 PHPK2002039 Aggregate 1,000,000 Ea Occ Abuse/Molestation

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Arlington is included as additional insured with respects to the Lesley Ellis Fundraiser being held at 34 Winter Street, Arlington, MA - 03/14/2020.

CERTIFICATE HOLDER		CANCELLATION
	ARLING4	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN
Town of Arlington Office of the Town Manager 730 Massachusettes Ave. Arlington,, MA 02476		ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Reskand & Marken

CORI



Town of Arlington, Massachusetts

Appointment of New Election Workers: (1) Celia J. Doremus, 9 Harvard St., D, Pct. 12; (2) Beverly A. Panettiere, 438 Massachusetts Ave. #243, R, Pct. 7; (3) Juliet A. Fuhrman Wolf, 52 Grandview Rd., D, Pct. 18; (4) Stanley F. Wolf, 52 Grandview Rd., D, Pct. 18

ATTACHMENTS:

	Type	File Name	Description
D	Reference Material	Election_Worker_Master_Record.pdf	Reference

ELECTION WORKER'S MASTER RECORD



			Date: 2 4 2020
Check One:	New EmployeeChange to Existing Employee		
Vendor#	6	Position	inspector
Name:	Cella J. Doremus	Democrat	<u> </u>
Address:	9 Harvard St.	Republican	
	Arlington, MA	Unenrolled	
Zip Code	02476	Precinct	12
Alpha/ Last Name	- C	Phone #	
Position Code	s: 10 – Warden	60 – De	eputy Clerk
	20 – Deputy Warden 30 – Inspector 40 – Deputy Inspector 50 – Clerk	70 — Te 80 — Su	

ELECTION WORKER'S MASTER RECORD



¥			Date: 25 2020
Check One:	New EmployeChange to Exis	e sting Employee	
Vendor#	A. A.	Position	inspector
Name:	Beverly Panettiere	Democrat	<u>* </u>
Address:	438 Massachusetts Ave	Republican	
	Arlington, MA #243	Unenrolled	
Zip Code	02474	Precinct	·. 4
Alpha/ Last Name	*	Phone	· · · · · · · · · · · · · · · · · · ·
		0.63	en 8
Position Code	es: 10 – Warden 20 – Deputy Warden 30 – Inspector 40 – Deputy Inspector 50 – Clerk	60 – De 70 – Te 80 – Su 90 – Cu	bstitute

ELECTION WORKER'S MASTER RECORD



Date: 2 4 2020 New Employee Check One: Change to Existing Employee inspector Position Vendor# Juliet A. Full Wolf Democrat Name: 52 Grandview Rd. Republican Address: Arlington, MA Unenrolled 18 01476 Precinct Zip Code Alpha/ Phone# Last Name 60 - Deputy Clerk Position Codes: 10 - Warden 70 - Teller 20 - Deputy Warden 80 - Substitute 30 - Inspector 90 - Custodian 40 – Deputy Inspector

50 - Clerk

ELECTION WORKER'S MASTER RECORD



Date: 2 4 2020

Check One:	New Employee Change to Exist	e sting Employee	
Vendor#	Stanley F. Wolf	Position Democrat	inspector
Address:	Stanley F. Wolf 52 Grandview Rd	Republican	
Zip Code	Arlington, MA 02-176	Unenrolled Precinct	18
Alpha/ Last Name	· ,	Phone #	= = · - • - • -
			-
Position Code	es: 10 – Warden 20 – Deputy Warden 30 – Inspector 40 – Deputy Inspector 50 – Clerk	70 – T 80 – S	Deputy Clerk 'eller ubstitute Custodian



Town of Arlington, Massachusetts

Eversource Petition/Massachusetts Avenue

Summary:

Jacqueline Duffy, Supervisor, Rights and Permits (all abutters notified)

ATTACHMENTS:

	Type	File Name	Description
D	Reference Material	Engineering_Memo271_Mass_Ave.pdf	Memo from Engineering
ם	Reference Material	Eversourse_Application _271_Mass_Ave.pdf	Eversource Reference



Town of Arlington DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET ARLINGTON, MA 02476

> Phone: 781-316-3320 Fax: 781-316-3281

Type: Grant of Location Recommendations

Date: February 4, 2020 Applicant: Eversource

Site/Project Location: 271 Massachusetts Avenue

The Engineering Division has reviewed the attached petition by Eversource for consideration of a Grant of Location for the installation of a hip guy to support pole 847/29 as indicated on the enclosed plan, "Plan of Massachusetts Ave., Arlington - Proposed Hip Guy Location", dated May 20, 2019. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Select Board should the Grant of Location be approved for this submittal.

Recommendations and Conditions

- 1. Notification shall be provided to the immediate abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing the abutters to forward any questions and/or concerns regarding the project to the contractor or Eversource, and shall include the appropriate contact information.
- 2. The proposed hip guy installation shall be located/installed so as not to impede future right of way improvements to the existing Town sidewalk.
- 3. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path shall be provided.
- 4. It is the sole responsibility of the contractor to ensure that any Town-Owned and/or private utilities, if located within limits of this work, should be properly marked and protected during construction activities.
- 5. The installation of the hip guy will require additional permitting (Street Occupancy Permit) through the Town of Arlington Engineering Division prior to the start of construction.
- 6. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division. If any existing sidewalk is proposed to be removed, it shall be removed and replaced in full-width and in accordance with all current ADA, MAAB, & Town of Arlington Standards/Regulations.
- 7. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices. A pre-construction meeting is recommended to coordinate with other on-going projects in Town.
- 8. An as-built plan indicating location of new hip guy, structures and equipment shall be provided to the Arlington Engineering Division following installation.
- 9. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw waddles. It will be the sole responsibility of the contractor/Eversource to remove any sediment that enters the Town drainage system as a result of this work.
- 10. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines. All materials & equipment should be located no closer than 50' to an intersection where practical and avoid disruption of vehicle sight lines.



January 14, 2020

Board of Selectmen Town Hall Arlington, MA 02476

RE: 271 Massachusetts Avenue Arlington, MA 02476 W.O. #2327261

Dear Members of the Board:

The NSTAR Electric Company d/b/a Eversource Energy respectfully requests a Grant of Location for the installation of one hip guy in Massachusetts Avenue.

This work is necessary to support pole 847/29, Massachusetts Avenue, Arlington.

If you have any questions or concerns, please call Jacqueline Duffy at 617-629-3204.

Very truly yours,

Kelly-Ann Correia, Supervisor

Rights and Permits

KC/jc

PETITION OF NSTAR ELECTRIC COMPANY, d/b/a EVERSOURCE ENERGY FOR LOCATION FOR CONDUITS AND MANHOLES

To the **BOARD OF SELECTMEN** of the Town of **Arlington**, Massachusetts:

Respectfully represents **NSTAR ELECTRIC COMPANY**, **d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the Board of Selectmen may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located substantially as shown on the plan made by **A. DeBenedictis**, dated **May 20, 2019** and filed herewith, under the following public way or ways of said Town:

Massachusetts Avenue – Northerly side at pole 847/29 at the intersection of Elmhurst Road to install (1) hip guy.

W. O. #2327261

NSTAR ELECTRIC COMPANY d/b/a Everource Energy

Kelly-Ann Correia, Supervisor Rights and Permits

Dated this 14th day of January, 2020

Town of	Arlington,	Massachusetts
Received and filed _		<u>,</u> 2020

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES

Town of

Arlington,

Massachusetts

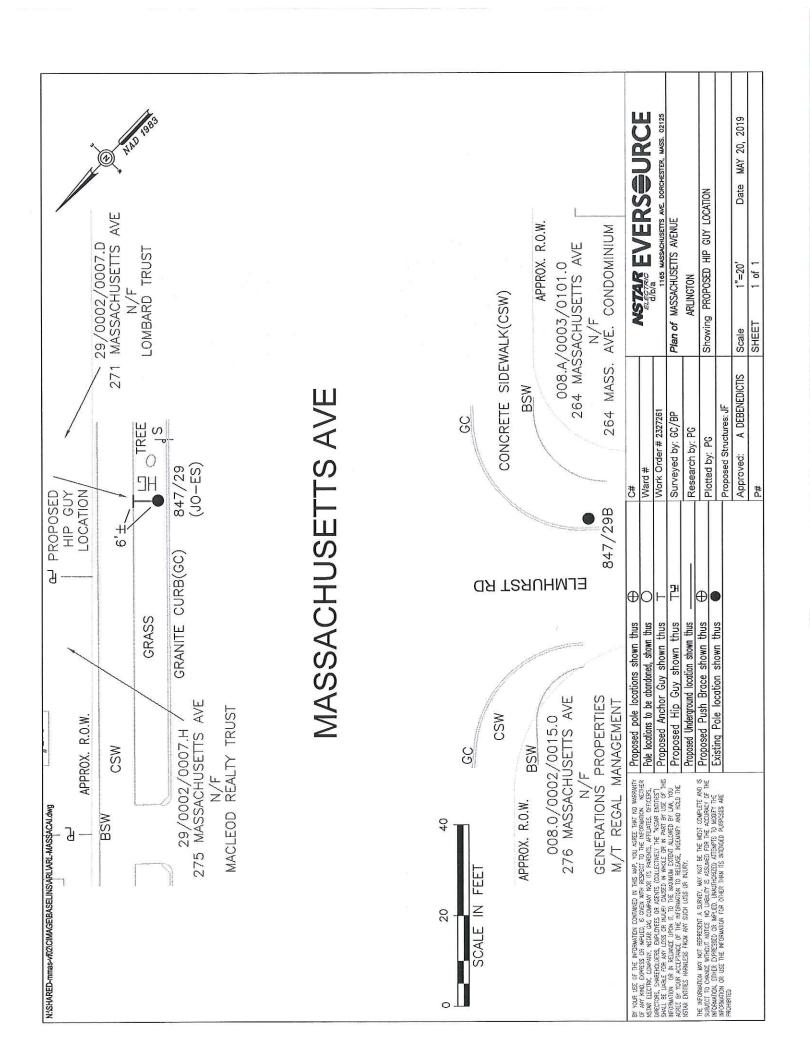
January 14, 2020

WHEREAS, **NSTAR ELECTRIC COMPANY**, **d/b/a Eversource Energy** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

Massachusetts Avenue – Northerly side at pole 847/29 at the intersection of Elmhurst Road to install (1) hip guy.

to instan (1) mp guy.	
W. O. #2327261	
All construction work under this Order shall be in accordance with	the following conditions:
 Conduits and manholes shall be located as shown on a plan madated May 20, 2019 on file with said petition. Said Company shall comply with the requirements of existing by adopted governing the construction and maintenance of conduits a 3. All work shall be done to the satisfaction of the Board of Selection appoint to supervise the work. 	y-laws and such as may hereafter be
1	
2	Board of Selectmen
3	the Town of
4	Arlington
5	
CERTIFICATE	
We hereby certify that the foregoing Order was adopted after duprescribed by Section 22 of Chapter 166 of the General Laws (Ter. I amendments thereof, to wit:-after written notice of the time and plaseven days prior to the date of the hearing by the Selectmen to all of that part of the way or ways upon, along or across which the line is Order, as determined by the last preceding assessment for taxation day of, 2020 in said Town.	Ed.), and any additions thereto or ace of the hearing mailed at least owners of real estate abutting upon a to be constructed under said
1 2	Board of Selectmen
3	the Town of
4	Arlington
5	
CERTIFICATE	
I hereby certify that the foregoing are true copies of the Order of the of Arlington, Massachusetts, duly adopted on the 2020 and recorded with the records of location Orders of said Town and of the certificate of notice of hearing thereon required by Sectio Laws (Ter. Ed.), and any additions thereto or amendments thereof, and any additions thereto or amendments thereof.	day of , Book Page on 22 of Chapter 166 of the General

Clerk of the Town of Arlington, Massachusetts



OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR DANIEL J. DUNN, VICE CHAIR JOSEPH A. CURRO, JR. JOHN V. HURD STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE TELEPHONE 781-316-3020 781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

January 21, 2020

Kelly Ann Correia, Supervisor Rights and Permits Eversource 101 Linwood Street Somerville, MA 02143

Re: Massachusetts Avenue, W.O. #2327261

Dear Ms. Correia:

A Public Hearing has been scheduled in conjunction with the above-captioned matter on Monday, February 10th, 7:15 p.m., Select Board Chambers, Town Hall, 730 Massachusetts Avenue, Arlington.

The abutters have been notified. Please call our office to confirm the date and time with either Fran, Ashley or Lauren.

Thank you.

Very truly yours, SELECT BOARD

Marie A. Krepelka Board Administrator

MAK:am

NOTICE TO ABUTTERS

January 21, 2020

Dear Abutter:

You are hereby notified that a public hearing will be held at the Office of the Select Board, Town Hall, 730 Massachusetts Avenue, Arlington, Massachusetts, on the 10th of February at 7:15 p.m. upon the Petition of NStar Electric Company d/b/a Eversource Energy for permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located substantially as shown on the plan made by A. DeBenedictis, dated May 20, 2019 and filed herewith, under the following public way or ways of said Town:

W.O. #2327261

Massachusetts Avenue:

Northerly side at pole 847/29 at the intersection of

Elmhurst Road to install (1) hip guy.

By

Board Administrator

GENERATIONS PROPERTIES M/T REGAL MANAGEMENT PO BOX 1552 ARLINGTON, MA 02474

BOYER ERIC & SOFIA 25 NELSON DR CHESTNUT HILL, MA 02467

RODRIGUES LIDIA M 259-1 MASS AVE ARLINGTON, MA 02474

RODRIGUES LIDIA M 259-4 MASS AVE ARLINGTON, MA 02474

CAPASSO MICHAEL A PINES ELISABETH M 264 MASS AVE #101 ARLINGTON, MA 02474

GILIBERTO LUCY L / VINCENT J GILIBERTO & 264 MASS AVE UNIT 104 ARLINGTON, MA 02474

MARSETTA LAUREN B 264 MASS AVE UNIT 107 ARLINGTON, MA 02474

COSCIA GREGORY & DEBORAH 4 ARDLEY RD WINCHESTER, MA 01890

SHERMAN RACHEL I 264 MASS AVE UNIT 205 ARLINGTON, MA 02474-8451

MC WILLIAMS ANNE RICE 264 MASS AVE UNIT 208 ARLINGTON, MA 02474-8451 LOMBARD LEON E-SHIRLEY E TRUSTEES/LOMBARD TRUST 20 GROVE STREET ARLINGTON, MA 02474

TOLPIN DANIEL W TRS OF 99 WALTHAM ST TR 21 WORTHEN RD LEXINGTON, MA 02421

RODRIGUES LIDIA M 259-2 MASS AVE ARLINGTON, MA 02474

HCA CAPITOL SQUARE LLC 252 MASSACHUSETTS AVE ARLINGTON, MA 02474

GOULART RICHARD F & 264 MASS AVE UNIT 102 ARLINGTON, MA 02474

ARNOLD PATRICK 264 MASS AVE UNIT 105 ARLINGTON, MA 02474-8451

YEE LESLIE/ TRUSTEE YVONNE DIORIO 264 MASS AVE #108 ARLINGTON, MA 02474-8451

STRATIS AGATHI/TRUSTEE AGATHI STRATIS TRUST PO BOX 560093 WEST MEDFORD, MA 02156

FRANZOSA JOHN & FRANZOSA/MAES LIVING 264 MASS AVENUE UNIT206 ARLINGTON, MA 02476

MIZUTANI HIROTAKE & MIHO 264 MASS AVE UNIT 209 ARLINGTON, MA 02474-8452 MAC LEOD NORMAN J MAC LEOD REALTY TRUST 275 MASS AVENUE ARLINGTON, MA 02474

ARLINGTON MINUTEMAN 59 UNION SQUARE SOMERVILLE, MA 02143

RODRIGUES LIDIA M 259-3 MASS AVE ARLINGTON, MA 02474

286-288 MASS-ARLINGTON 59 UNION SQUARE SOMERVILLE, MA 02143

AJAY AMRENDRA K KUMARI POONAM 264 MASS AVE UNIT 103 ARLINGTON, MA 02474-8451

COPPOLA MARIA 264 MASS AVE #106 ARLINGTON, MA 02476

EDMUNDS KATHRYN R 264 MASS AVE UNIT 201 ARLINGTON, MA 02474

TORONTO MARGARET MARGARET M TORONTO TRUST 264 MASS AVE UNIT 204 ARLINGTON, MA 02474-8451

BRESCIA BARBARA J 264 MASS AVE UNIT 207 ARLINGTON, MA 02474-8451

LEWIS JULIA F 264 MASS AVE UNIT 210 ARLINGTON, MA 02476 AHMED ERFANUDDIN HUQ NAJMA 1879 WORTHINGTON CIR SANTA CLARA, CA 95050

NERI STEVEN F 5 LEAH WAY ANDOVER, MA 01810

RICHMOND MICHAEL & SUSAN 7615 SW BRENTWOOD ST PORTLAND, OR 97225 ZHU JIUHONG PAN MEIHUI 264 MASS AVE UNIT 302 ARLINGTON, MA 02474-8452

ATTARDO STEVEN 264 MASS AVE UNIT 305 ARLINGTON, MA 02474

KERHULAS JAN M 264 MASS AVE UNIT 308 ARLINGTON, MA 02474 MATSON ELIZABETH A/TR BBRSD REALTY TRUST 264 MASS AVE UNIT 303 ARLINGTON, MA 02474-8452

SALES JOCELYN S 264 MASS AVE UNIT 306 ARLINGTON, MA 02474-8452

BARTEL ROBERT J & PAUL TRS/ BARTEL FAMILY 13 INDEPENDENCE DR WOBURN, MA 01801



Town of Arlington, Massachusetts

National Grid Petition/Browning Road

Summary:

Barbara H. Kelleher, Permit Representative (all abutters notified)

ATTACHMENTS:

	Type	File Name	Description
D	Reference Material	Engineering_MemoBrowning_Road.pdf	Engineering Memo
ם	Reference Material	Nation_Grid_Application _Browning_Road.pdf	National Grid Reference



Town of Arlington DEPARTMENT OF PUBLIC WORKS

51 GROVE STREET ARLINGTON, MA 02476

> Phone: 781-316-3320 Fax: 781-316-3281

Permit Type: Grant of Location

Date: February 4, 2020 Applicant: National Grid Site Location: Browning Road

The Engineering Division has reviewed the petition by National Grid for consideration of a Grant of Location for the installation of ~25 LF of 6" diameter natural gas main and associated 2" diameter natural gas services in Browning Road, as indicated on National Grid Plan "GP-ARL-1315065-20-19, dated January 13, 2020. Upon completion of our review we are submitting the following recommendations and conditions for consideration by the Select Board should the Grant of Location be approved for this submittal.

Recommendations and Conditions

- 1. Browning Road was resurfaced by the Town in 2016 and the resultant roadwork moratorium remains in place through the 2021 construction season. Should the Grant of Location be approved, National Grid shall be required to mill and overlay the full width of the roadway within the work area. This paving work shall be coordinated with the Town of Arlington Engineering Division.
- The proposed work shall be pre-marked in the roadway prior to any construction activities. A site walk with the
 Town of Arlington Water & Sewer Division and/or Engineering Division shall be scheduled by National Grid to
 approve the locations based on known utility locations prior to the commencement of work.
- 3. Notification shall be provided to the immediate abutters prior to the commencement of construction activities. This notification should summarize the activities of the project and detail potential impacts. Additional information shall be provided instructing the abutters to forward any questions and/or concerns regarding the project to the contractor or Eversource, and shall include the appropriate contact information.
- 4. The proposed work shall be located/installed in the roadway so as not to impede future roadway improvements (i.e. curb adjustment, guardrail installation, water, sewer or drainage rehabilitations etc.).
- 5. The gas main and service installation will require additional permitting (i.e. Trench Permit, Street Occupancy Permit, etc.) through the Town of Arlington Engineering Division prior to the start of construction.
- 6. All disturbances to curbing, grass strips, sidewalk, walkways, and roadway surfaces should be repaired in kind and to the satisfaction of the Town of Arlington Engineering Division.
- 7. Street trees may be present in the vicinity of the proposed natural gas services. National Grid shall contact the Town Tree Warden, Tim LeCuivre (781-316-3114) prior to any work that may be completed in close proximity to an existing street tree.
- 8. All work within the right of way shall require the contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be instituted in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual on Uniform Traffic Control Devices. A pre-construction meeting is recommended to coordinate with other on-going projects in Town.
- 9. An as-built plan indicating location of new gas main, services, structures, and appurtenances shall be provided to the Town of Arlington Engineering Division following installation.

- 10. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence and/or straw waddles. It will be the sole responsibility of the contractor/National Grid to remove any sediment that enters the Town drainage system as a result of this work.
- 11. Equipment, staging, and stockpiles shall not be located or stored so as to interfere with intersection sight lines.

 All materials & equipment should be located no closer than 50' to an intersection where practical and avoid disruption of vehicle sight lines.

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Arlington / Board of Selectmen:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Arlington** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 25 feet more or less of 6 inch gas main in Browning Rd., Arlington; from the existing gas main just past house #25 southwesterly to house #21. In order to provede gas service to houses #20 and #21.

Date: January 14, 2020

By: Barbara H. Kelleher

Barbara H. Kelleher

Permit Representative

Town of Arlington / Board of Selectmen:

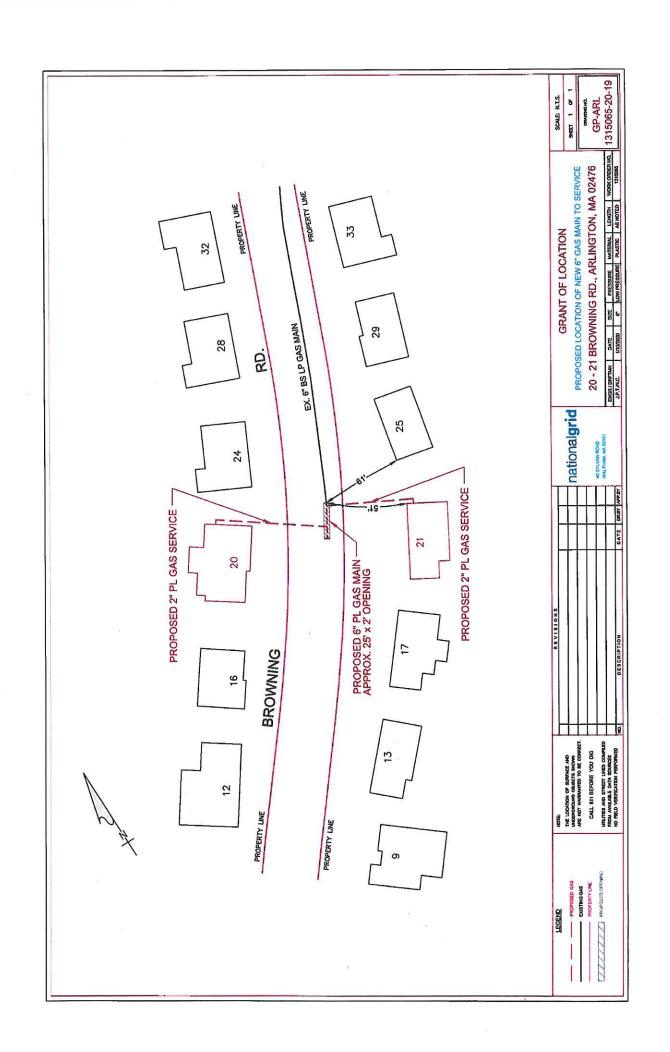
IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the Town of Arlington substantially as described in the petition date <u>January 14, 2020</u> attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Arlington** applicable to the enjoyment of said locations and rights.

Date this	day of	, 20_	
I hereby certify that the fore	egoing order was duly adopted	by the	of
the Town of	, MA on the	day of	, 20
	Ву: _		
	***************************************	Title	

WO# 1315065

RETURN ORIGINAL TO THE PERMIT SECTION NATIONAL GRID 40 SYLVAN RD, WALTHAM, MA 02451 RETAIN DUPLICATE FOR YOUR RECORDS



OFFICE OF THE SELECT BOARD

DIANE M. MAHON, CHAIR DANIEL J. DUNN., VICE CHAIR JOSEPH A. CURRO, JR. JOHN V. HURD STEPHEN W. DECOURCEY



730 MASSACHUSETTS AVENUE TELEPHONE 781-316-3020 781-316-3029 FAX

TOWN OF ARLINGTON MASSACHUSETTS 02476-4908

January 21, 2020

Barbara H. Kelleher, Permit Representative National Grid 40 Sylvan Road Waltham, MA 02451

Re: Browning Road, W.O. #1315065

Dear Ms. Kelleher:

A Public Hearing has been scheduled in conjunction with the above-captioned matter on Monday, February 10th, 7:15 p.m., Office of the Select Board, Town Hall, 730 Massachusetts Avenue, Arlington.

The abutters have been notified. Please call our office to confirm the date and time with either Fran, Ashley or Lauren.

Thank you.

Very truly yours, SELECT BOARD

Marie A. Krepelka
Board Administrator

MAK:fr

NOTICE TO ABUTTERS

Town of Arlington

January 21, 2020

You are hereby notified that a public hearing will be held at the Office of the Select Board, Town Hall, Arlington at 7:15 p.m. on the 10th of February upon the Petition of Nationalgrid for gas main locations, dated January 14, 2020. The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways, and places of the Town of Arlington and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 25 feet more or less of 6 inch gas main in Browning Road, Arlington; from the existing gas main just past house #25 southwesterly to house #21, in order to provide gas service to houses #20 and #21.

Marie A. Krepelka

Board Administrator

NUGENT WARREN & SAMANTHA 20 BROWNING RD ARLINGTON, MA 02476

QUINN MICHAEL P & 24 BROWNING RD ARLINGTON, MA 02476

GRIFFIN PATRICK C /TRS GRIFFIN FMLY IRREVOCABLE 13 BROWNING RD ARLINGTON, MA 02476

DANIELSON PETER--ETAL DANIELSON ANNE GLADYS 25 BROWNING RD ARLINGTON, MA 02476

MANANDHAR SUNITA PRADHAN SAN 9 BROWNING RD ARLINGTON, MA 02476 KAHN PAUL/HELEN 12 BROWNING RD ARLINGTON, MA 02476

GOULDSTONE GONG KE & GOULDSTONE CHRISTOPHER 28 BROWNING ROAD ARLINGTON, MA 02474

CHANGELIAN CHANGELIAN REALTY TRUST 17 BROWNING RD ARLINGTON, MA 02476

MULCAHY JULIANN TRS FLAHERTY REAL ESTATE 29 BROWNING ROAD ARLINGTON, MA 02476 CO-OP FOR HUMAN SERVICES 17 NEW ENGLAND EXECUTIVE 3RD FL BURLINGTON, MA 01803

HAWKINSON LAURA 32 BROWNING RD ARLINGTON, MA 02474

CAMILY LLC 220 MAYNARD RD SUDBURY, MA 01776

SNYDER ANDREW & ALLISON 33 BROWNING RD ARLINGTON, MA 02476



Town of Arlington, Massachusetts

For Approval: Common Victualler License

Summary:

Happy Belly Eats, 795 Massachusetts Avenue, Jason Carter

ATTACHMENTS:

	Type	File Name	Description
ם	Reference Material	Inspection_Reports _Happy_Belly_Eats.pdf	Inspection Reports
ם	Reference Material	Common_Vic_Application Happy Belly Eats.pdf	Common Victualler Application

LICENSE APPLICATION REPORT

Type of License:	Common Victualler License
Name of Applicant:	Jason Carter d/b/a Happy Belly Eats
Address:	795 Massachusetts Avenue
The following	g Departments have <u>no objections</u> to the issuance of said license.
• Fi • He • Bu • Pl The following conditions reg • Po • Fi: • He • Bu	ealth milding anning g Departments have no objections but have made comments or garding the issuance of said license: (see attached) plicex rex ealthx mildingx mildingx
The following I (see attached) Po Fit He	Departments have <u>objections</u> to the issuance of said license:

ARLINGTON POLICE DEPARTMENT

Juliann Flaherty Acting Chief of Police



POLICE HEADQUARTERS 112 Mystic Street Telephone 781-316-3900

January 30, 2020

On Thursday, January 30, 2020 at 9:15 AM, I called and spoke with Jason Carter regarding this application for a Common Victualler License for the Happy Belly Eats, located at 795 Mass Ave. Carter stated that he will be doing a slight renovation to the restaurant and hopes to open in April sometime. Carter stated that he will be the primary owner and will be running the day to day operations.

I advised Jason Carter that the Board of Selectmen may be conducting C.O.R.I and S.O.R.I checks during the application process.

Pending the checks conducted by the Board of Selectmen's Office, Arlington Police Dept. is not aware of any law enforcement or public safety reasons to object to the Common Victualler License for the Happy Belly Eats.

Respectfully Submitted,

Detective Edward DeFrancisco

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature:

Date: 2 5 2020

"Proactive and Proud"



Ryan Melly Deputy Fire Chief

Arlington Fire Department Town of Arlington

Administrative Office
411 Massachusetts Ave, Arlington, MA 02474
Phone: (781) 316-3803 Fax: (781) 316-3808
Email: melly@town.arlington.ma.us

Checklist for food sales ownership conversion.

- o All exit signs and emergency lights must be tested and in good working order
- o FACP must have annual test paperwork on hand and be free of trouble and alarm signals
- o Sprinkler system (if present) shall have current inspection tag
- o All extinguishers must be hung with signs and a current inspection tag
- o "K" extinguisher mounted and tagged in the kitchen area if using fat to cook
- o All exits and exit paths must be in proper working order and free from storage
- o No storage of excess combustibles allowed inside building or near exit ways
- o Hoods must have current inspection/cleaning sticker attached
- o Kitchen extinguishing systems must have current inspection tags
- o If Ansul or Sprinklers present FACP must report to monitoring company
- o Address must be clearly visible from the street
- o Electrical panels must be accessible from floor to ceiling for the entire width
- o Call for inspection after all has been completed 781-316-3803

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the hoense is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature:

Date: 2/5/2020



Town of Arlington Department of Health and Human Services Office of the Board of Health

27 Maple Street Arlington, MA 02476

Tel: (781) 316-3170 Fax: (781) 316-3175

MEMO

To:

Select Board

From: Kylee Sullivan, Health Compliance Officer

Date: January 30, 2020

RE:

Board of Health Comments for Select Board Meeting on February 10, 2020

Please accept the following as comments from the Office of the Board of Health:

Happy Belly Eats: 795 Massachusetts Avenue **Common Victualler License**

 This Establishment has contacted the Health Department and is in the process of completing a required plan review application. A new permit will not be issued until plans are approved and a final pre-operational inspection has been conducted to ensure compliance with the Food Code.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature:

OFFICE OF THE SELECT BOARD TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Select Board by, February 4, 2020 **ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.**

Location:

795 Massachusetts Avenue

Applicant's Name:

Jason Carter

D/B/A:

Happy Belly Eats

Telephone:

617-301-0250

Department:

Sent Via E-mail

Date: 1/21/2020

MEETING DATE: February 10, 2020

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police

Fire

Board of Health

Building

Planning

INSPECTION REPORT SECTION:

Building

All building changes need permits.

All sign changes need approval and sign permit.

Window signs cannot exceed 25% of window or fine lines will be levied.

Certificate of Occupancy is needed - \$100 fee.

The Director of Inspectional Services has no objection to the issuance of this license as the applicant has been made aware of seating capacity and necessity for showing proof of ownership of sidewalk.

Plumbing

The Inspector of Plumbing and Gasfitting has no objection to the issuance of this license.

All Plumbing and Gasfitting work requires that the permits be obtained from this office for their respective trades by a licensed contractors.

Electrical

The Inspector of Wires has no objection to the issuance of this license

The applicant acknowledges that this is a conditional approval of the premises only and is not to be constructed as approval of the Inspector of Wires of concealed electrical wiring. Any new wiring must conform to the Mass. Electrical Code. Notify the Inspector of Wires in accordance with Chapter 143. Section 3L.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature:

Date:

OFFICE OF THE SELET BOARD TOWN OF ARLINGTON - INSPECTION REPORT

Report is due at the Office of the Select Board by, February 4, 2019 ONE REPORT IS REQUIRED FROM EACH DEPARTMENT.

Location:

795 Massachusetts Avenue

Applicant's Name:

Jason Carter

D/B/A:

Happy Belly Eats

Telephone:

617-301-0250

Department:

Sent Via E-mail

Date: 2/4/2020

MEETING DATE: February 10, 2020

Inspected By:

RE: COMMON VICTUALLER LICENSE

Police

Fire

Board of Health

Building

Planning---Ali Carter, Economic Development Coordinator

INSPECTION REPORT SECTION:

The proposed business is located in the current site of Retro Burger. The proposed use is a 20-seat restaurant. Located in a B3 Village Business Zoning District, this is an appropriate use for this location.

The Department has no objection to the issuance of a Common Victualler license to this business.

Any changes in signage, including signs in the window, and changes to the façade of the building may be subject to review by this Department. The Applicant is reminded that all signs, including re-lettering of the existing signs require a permit issued by the Building Department. Other provisions of the Zoning Bylaw may apply as determined by the Building Inspector.

APPLICANT SIGNATURE SECTION:

I have received the above report and acknowledge said inspection. I fully understand that no work is to commence at the premises of the proposed location of which is the subject matter of this inspection report until the license is approved by the Select Board; furthermore, any work done is done at the applicant's risk.

Applicant's Signature:

Date: 2 5 2020

OFFICE OF THE SELECT BOARD ARLINGTON, MA 02476

730 Massachusetts Avenue Town of Arlington Massachusetts 02476-4908

2020 JAM 21 PM 2: 09

(781) 316-3020 (781) 316-3029 fax

\$60.00 Filing Fee

Inspections Dept. at 51 Grove St. must review completed application before returning to this office.

APPLICATION

To the Licensing Authorities of the Town of Arlington

The Undersigned hereby makes application for a

© COMMON VICTUALLER LICENSE (Eat In)

□ FOOD VENDOR LICENSE (Take Out Only)

795 MassachuseHs Ave

Name of Applicant Jason Carter
Corporate Name (if applicable) J. Carter Ventures LLC (Begal business name)
D/B/A Happy Belly Eats
Date 1 16 2020
I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:
A. It is understood that the Board is not required to grant the license.
B. no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Select Board, and, furthermore, any work done is done at the applicant's risk, and
C. in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Select Board a thirty day notice of his intention to sell same before such application will be acted upon by the Select Board.
D. That the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Bules and Regulations of the Board.
Print Name Jasov Carter
Signature Name
Phone (Home) (Business)
Email Jason @ J Carter Ventures . Com

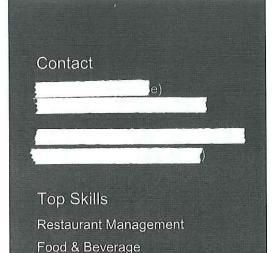
Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Address City Zip City Zip DESCRIPTION OF APPLICANT Born in the U.S., Yes No Born in the U.S., Yes No Born Where Date of Naturalization Date of Naturalization Male or Female Male or Female Date of birth Date of birth Photo 1 inch by 1	Name Jason Carter	Name	
DESCRIPTION OF APPLICANT Born in the U.S., Yes No Born in the U.S., Yes No Born Where Born Where Born Where Date of Naturalization Male or Female Date of birth Date of birth Photo 1 inch by 1 Total Number of Partners Corporation Based in (Once approved, please go to Clerk's Office for Business Certificate) Corporate Information Required: President Secretary		Address	
Born in the U.S., Yes No Born in the U.S., Yes No Born Where Born Where Born Where Date of Naturalization Male or Female Male or Female Date of birth Date of birth Photo 1 inch by 1 inch	City Zip Zip	ZityZip	
Born Where Date of Naturalization Male or Female Date of birth Date of birth Photo I inch by I The Establishment shall operate as: Sole Ownership Partnership / Total Number of Partners Corporation Based in (Once approved, please go to Clerk's Office for Business Certificate) Corporate Information Required: President Secretary	DESCRIPTION OF APPLICANT	DESCRIPTION OF APPLICANT	
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The Establishment shall operate as: Sole Ownership Partnership Total Number of Partners Corporation Based in (Once approved, please go to Clerk's Office for Business Certificate) ———————————————————————————————————	Photo 1 inch by 1 inch		
Sole Ownership Partnership / Total Number of Partners Corporation Based in			
Corporation Based in		mber of Partners	
Corporate Information Required: President_ Secretary_	Corporation Based in		
PresidentSecretary	(Once approved, please go to Clerk's O	ffice for Business Certificate)	
Secretary	======================================		
Secretary	President		
Treasurer	Secretary		
Name Address Zip	TreasurerName Addre	ess Zip	

INFORMATION RELATIVE TO APPLICATION

Breakfast	
YesNo	
Lunch	
Yes \(\sqrt{No} \)	
Dinner,	
Yes \(\text{No} \)	
Do you own the property? YesNo/Tenant at Will	Lease/D(years)
Hours of Operation:	
DayHours	
Day Sunday - Thursday Hours	11 Am - 10 pm
Day Friday + Saturday Hours	11 Am - 11 pm
Floor Space 1250 Sq. Ft. Seatin	g Capacity (if any)_20
Parking Capacity (if any)spaces Numb	er of Employees 8-12
1 Kitchen with 9 foot hood, 36 x 36 f 2 burner table top gas range, one slicer Convection oven. Will a food scale be in use for sale of items to the public Will catering services be provided by you?	
The following items must be submitted with the application	on:
1. Layout Plan of Facility & Fixtures	Date Received
2. Site Plan (obtained at Bldg. Dept., 51 Grove St.)	Date Received
3. Outside Facade and Sign Plan (dimensions, color)	Date Received
4. Menu	Date Received
5. Maintenance Program	Date Received
If the facilities are not yet completed, provide estimated cost of	work to be done \$
FOR OFFICE USE ONLY	
Scheduled Hearing when Application will be presented to Select	et Board for approval:
DateTime	
Board Action: Approved Yes No	



Community Outreach

Jason Carter

Restaurant Consultant at J.Carter Ventures

Greater Boston Area

Summary

I am a lifelong restaurateur and operator with a passion for hospitality and the drive to bring great food and drink to each community I have the privilege to be a part of. As a business owner, I would like nothing more than to be a big part of the community I serve and to give back when and where I can.

Experience

J.Carter Ventures

Founder

November 2019 - Present

Greater Boston Area

Working with existing and startup restaurants to create or improve upon all operational needs, menu development, implementation of new technologies and the set up of F.O.H and B.O.H systems.

J.Carter Ventures
Restaurant Consulting
April 2013 - Present

Greater Boston Area

Worked with a few local restaurant concepts to help build, staff, train, menu development and create systems for long term success. Groups I have worked with include:

The Rox Diner, Social Restaurant and Bar & Boston Burger Company.

Boston Burger Company

Director Of Operations

June 2014 - November 2019 (5 years 6 months)

Somerville, Cambridge, Salem and Boston

As Director of Operation I oversaw 4 restaurants and the creation of a fifth location. My responsibilities included:

- -Make decisions for operational activities and set strategic goals.
- -Plan and monitor the day-to-day running of business to ensure smooth progress

- -Oversee staff of all locations.
- Evaluate the efficiency of procedures according to organizational objectives and apply improvements.
- Oversee guest support processes and organize them to enhance guest satisfaction.
- Review financial information and adjust operational budgets to promote profitability
- Formulate and/or revise policies and promote their implementation
- Manage relationships/agreements with external partners/vendors
- Evaluate overall performance by gathering, analyzing and interpreting data and metrics
- Ensure that the company runs with legality and conformity to established regulations

Uno Chicago Grill Restaurant Manager May 2012 - April 2013 (1 year)

Worked closely with local management team and upper management to turn around sales and culture of the restaurant. To do so, I assisted in strengthening the training program and brought in staff that cared and wanted to bring the very best hospitality to our guests.

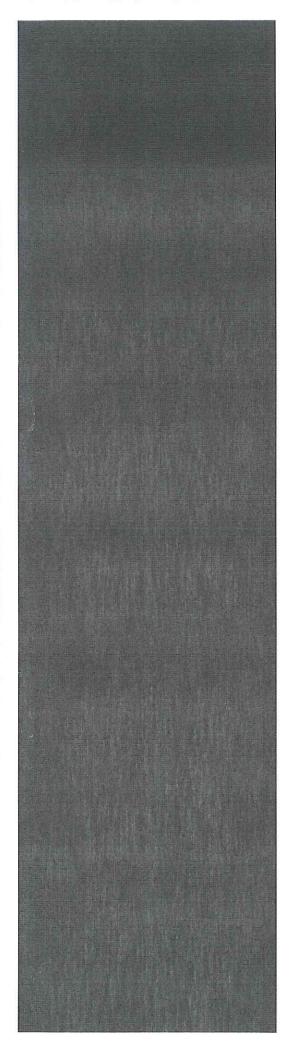
The Halfway Cafe, Inc.
General Manager
July 2009 - September 2012 (3 years 3 months)
Dedham/ Watertown/ Marlborough

As the General Manager at the Halfway Cafe, I oversaw every aspect of the business, both front and back of the house with a staff of 25 to 50 people and annual sales of 1.5 + million per location.

Sunset Grill and Tap Restaurant Manager June 2008 - July 2009 (1 year 2 months) Boston

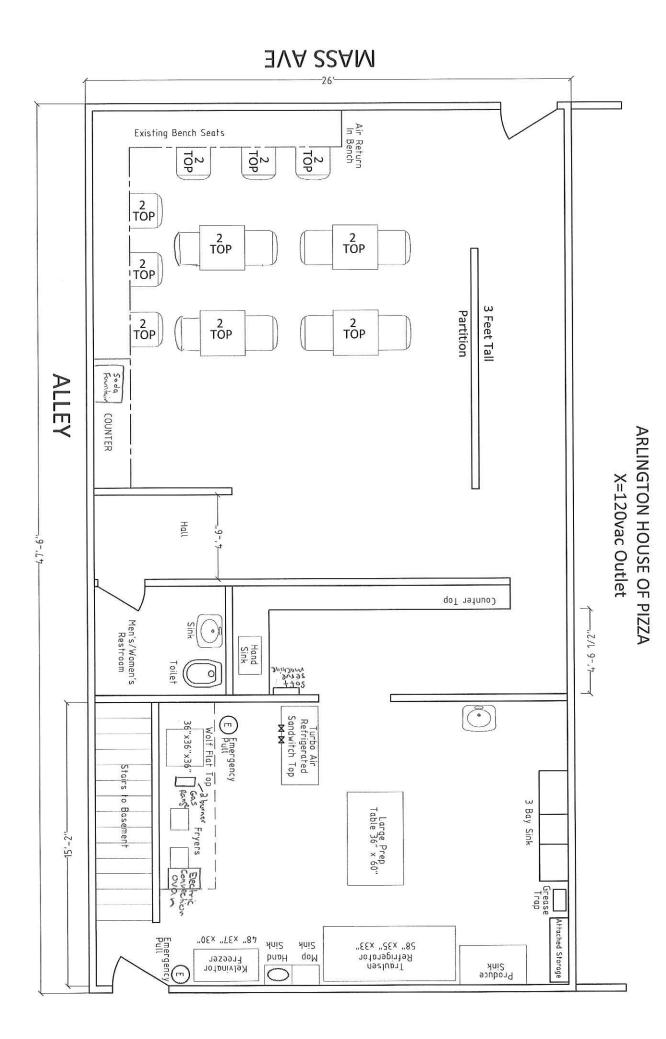
In this position, I oversaw a staff of over 40 people including wait staff, bartenders, and host staff in a restaurant that produces over 4 million dollars a year. I was brought in to overhaul the training program and create a culture that was hospitality driven.

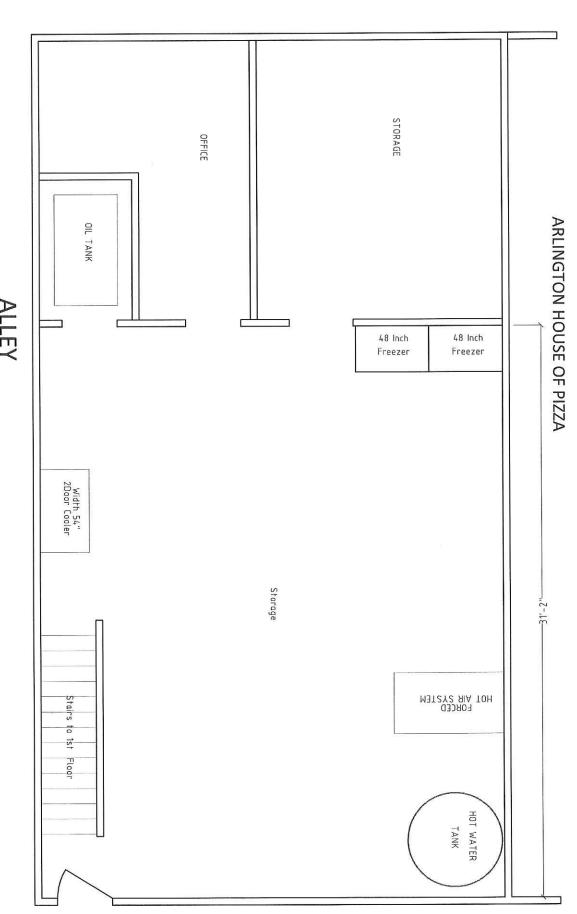
Bertucci's



Culinary Manager April 2003 - June 2008 (5 years 3 months)

As the culinary manager my primary focus was in the back of the house operations. This included monitoring food cost, daily and monthly inventory, and protecting the company brand. My time with Bertucci's also included being part of the "Corporate Opening Team" where I helped the opening and training of 3 new locations.





3VA SSAM

ASSACHUSETTS 59,9 (C) (C)



							And the control of th	Beef, Turkey or Veggie	Burger		Crispy fried or Grilled	Chicken		Beef, Chicken or Veggie	Gormet Dog	Choose your meat
	Each additional topping is \$1 each	Choose 3 toppings	Let Your Belly Do The Talking!	Name		chili, fritos, sour cream & green onions	Frito Pie	onomon onomon onomininteriori primaria primaria primaria dependa da manda de primaria de primaria de primaria d	Pineapple & Green onions	Huli Huli sauce, Pulled Pork, Grilled	Aloha		fried onions	bbq sauce, pulled pork, bacon	The Happy Belly	
bbq, ranch, humus, ketchup, mustard, mayo	sour cream, radish, lettuce, tomato, pickle	avocado, pickled veg, fried onions, fritos,	pulled pork, bacon, refried beans, chili, 4 cheese mac	Name		4 cheese mac, bbq & pulled pork	Mac Daddy	endical canala mana danda da mala mana per mitera para per per mentenda da mitera da mana da mana da mana da m	mayo, fresh lime & cilantro	carrots, raddish, cucumber, jalapinos (pickled)	Banh Mi		mozzarella cheese & sour cream	refried beans, avocado, pickled jalapinos	La Torta	Choose your style
			e mac	Name	& fried onions	Ranch dressing, bacon, American cheese,	The Rancher	then the designation of the contract of the co	with choice of ketchup, mustard or mayo	lettuce, tomato, pickle & onion	The O.G.	A test many for our entries of shapered from they have been sent to receive the shaper than the foreign to the shaper than the state of the shaper than	cucumber, hummus, radish & greens	avocado, tomato, carrots, red onion,	Veggie Monstah	
									Quinoa bowl	Salad bowl	Bowl	And the state of t	Kings Hawiian	Traditional roll	Bread	Bread or Bowl

Maintenance program for Happy Belly Eats 795 Mass. Ave Arlington

- The Hood system will be cleaned and inspected every 3 months per town and state regulations by an authorized company.
- The fire suppression system and all fire extinguishers will be inspected every 6 months according to state regulations by an authorized company.
- All cooking equipment and refrigeration will be on a quarterly maintenance schedule to assure proper function.
- Pest services will come twice a month and do routine pest management.
- All other maintenance will be done as needed if and when there is an issue.
- Outside of the building will be maintained by the landlord as will be stated in the lease agreement.



Town of Arlington, Massachusetts

Articles for Review:

Summary:

Article Bylaw Amendment/Regulation of Outdoor Lighting - Uplighting

Article Bylaw Amendment/Minuteman Bikeway Hours

Article Vote/Appropriation/School Committee Member Stipends

ATTACHMENTS:

	Type	File Name	Description
ם	Reference Material	W.AText.docx	Warrant Article Text
ם	Reference Material	T.CComments.pdf	Town Counsel Comments
D	Reference Material	PSchlichtman_Regulation_of_Outdoor_Lighting _Uplighting.pdf	- W.A. Regulation of Outdoor Lighting Reference, P. Schlictman
D	Reference Material	JFlaherty_Minuteman_Bikeway_Hours_(1).pdf	W.A. Minuteman Bikeway Hours Reference, Acting Police Chief
D	Reference Material	Memo_from_DPCD _Bikeway_hours_2020_ATM_Warrant_Article _021020.pdf	W.A. Minuteman Bikeway Hours J. Raitt
D	Reference Material	Minuteman_Bikeway_HoursAMacNeill.pdf	W.A. Minuteman Bikeway Hours Reference, A. MacNeill
ם	Reference Material	CKelleher_School_Committee_Stipends.pdf	W.A. School Committee Member Stipends, C. Kelleher

ARTICLE

BYLAW AMENDMENT/REGULATION OF OUTDOOR LIGHTING – UPLIGHTING

To see if the Town will vote to amend Title V Article 14 Section 3D of the Town Bylaws to include structures used for religious purposes, and structures used for commercial purposes, among the exemptions to the prohibition of uplighting; or take any action related thereto.

(Inserted at the request of Paul Schlichtman and ten registered voters)

ARTICLE

BYLAW AMENDMENT/MINUTEMAN BIKEWAY HOURS

To see if the Town will vote to amend Title III, Article 1, Section 10 of the Town Bylaws (Minuteman Bikeway Hours) to extend the operating hours of the Minuteman Bikeway; or take any action related thereto.

(Inserted at the request of Adam MacNeill and ten registered voters)

ARTICLE VOTE/APPROPRIATION/SCHOOL COMMITTEE MEMBER STIPENDS

To see if the Town will vote pursuant to M.G.L. c. 71 section 52, to provide all Arlington School Committee Members compensation consisting of an annual stipend of \$3,000 per member commencing in Fiscal Year 2022; or take any action related thereto.

(Inserted at the request of Christa Kelleher and ten registered voters)



Town of Arlington Legal Department

Douglas W. Heim Town Counsel

50 Pleasant Street Arlington, MA 02476 Phone: 781.316.3150

Fax: 781.316.3159

E-mail: dheim@town.arlington.ma.us Website: www.arlingtonma.gov

To:

Select Board

Cc:

Adam Chapdelaine, Town Manager

John Leone, Town Moderator

Resident Petitioners

From: Douglas W. Heim, Town Counsel(1)

Date: February 6, 2020

Re:

Annual Town Meeting Warrant Articles: School Committee Member Stipends,

Regulation of Outdoor Lighting, and Minuteman Bikeway Hours

I write to provide the Board a summary of the above-referenced, yet-to-be-numbered 2020 Annual Town Meeting warrant articles to assist in the Board's consideration of these articles at its upcoming hearing on February 10, 2020. As the Board will recall, where draft motions appear, new or additional language is underscored, while removed language is provided in "strikethrough,"

ARTICLE

VOTE/APPROPRIATION/SCHOOL COMMITTEE MEMBER **STIPENDS**

To see if the Town will vote pursuant to M.G.L. c. 71 section 52, to provide all Arlington School Committee Members compensation consisting of an annual stipend of \$3,000 per member commencing in Fiscal Year 2022; or take any action related thereto.

(Inserted at the request of Christa Kelleher and ten registered voters)

Section 52 of Chapter 71 of the General Laws (provided below) requires that Town Meeting vote to approve compensation for members of the School Committee, set such amount, and appropriate funds for same. I expect the proponent of this article to provide a full rationale for providing a stipend for School Committee members, but it is my understanding that the goal is to provide each such member the same stipend afforded members of the Select Board. As the Board may recall, Select Board stipends do not afford health insurance or retirement benefits to any current members. Hence, absent an explicit vote to do so, affording stipends to School Committee Members would not confer such rights either.

M.G.L. c. 71 sec. 52

Section 52: Compensation of school committee members

The school committee shall serve without compensation, except that a member of a school committee of a city, town, regional school district or superintendency union may be compensated for his services by a majority vote of the city council in a city having a Plan D or Plan E charter; in a city not having a Plan D or Plan E charter by vote of the city council, subject to the provisions of the charter of such a city; in a town by a majority vote at a town meeting; and in a regional school district or school superintendency by a majority vote of the voting member towns authorized at their respective town meetings, the amount of such compensation, in each case, to be set by the respective cities, towns or groups of towns. No member of a school committee in any town shall be eligible to the position of teacher, or superintendent of public schools therein, or in any union school or superintendency union or district in which his town participates.

ARTICLE

BYLAW AMENDMENT/REGULATION OF OUTDOOR LIGHTING – UPLIGHTING

To see if the Town will vote to amend Title V Article 14 Section 3D of the Town Bylaws to include structures used for religious purposes, and structures used for commercial purposes, among the exemptions to the prohibition of uplighting; or take any action related thereto.

(Inserted at the request of Paul Schlichtman and 10 Registered Voters)

By vote of the 2014 Annual Town Meeting, the Town's previous ordinance regulating outdoor lighting on private property was deleted and replaced by Mr. Schlichtman's then-proposed "dark skies" bylaw, now codified in the Town Bylaws within Title V Article 14. Mr. Schlictman further revised the bylaw at last year's 2019 Annual Town Meeting to make it more

robust. To my understanding, the purpose of this year's article is to add structures used for religious and/or commercial purposes to the list of settings exempt from the bylaw's restrictions on up-lighting so as to read as follows:

3(D). Up-lighting, the direct light illumination distributed above a 90 degree horizontal plane through the lowest direct light emitting part of the luminaire, is prohibited, except for signage governed by and permitted under the Arlington Zoning Bylaw, illumination of the United States Flag, the Flag of the Commonwealth of Massachusetts, or other flags on Town and/or school property, Town, School, public building façades, <u>structures used for religious purposes</u>, <u>structures used for commercial purposes</u>, or a public monument. For any up-lighting, the luminaire shall be equipped with shields so that the lamp is not visible from a street, or a lot that is in Residential or Conservation use.

In effect, these changes would essentially further narrow the application of uplighting prohibitions to primarily residential and accessory settings.

ARTICLE

BYLAW AMENDMENT/MINUTEMAN BIKEWAY HOURS

To see if the Town will vote to amend Title III, Article 1, Section 10 of the Town Bylaws (Minuteman Bikeway Hours) to extend the operating hours of the Minuteman Bikeway; or take any action related thereto.

(Inserted at the request of Adam MacNeill and ten registered voters)

This article proposes to amend Title III, Article 1, Section 10 of the Town Bylaws, which provides as follows:

Section 10. Minuteman Bikeway Hours

The Minuteman Bikeway shall be open to the use of the public between the hours of 5:00 A.M. and 9:00 P.M. Anyone found on said premises between the hours of 9:00 P.M. and 5:00 A.M. shall be considered trespassers and subject to a fine of up to \$20.

As the Board will recall, the Town's license agreement with the MBTA allowing for the creation and maintenance of the Bikeway does not set forth hours for use, and as such, an amendment to the Town Bylaws is sufficient to amend the hours of operation.

2020 Arlington Town Meeting

Proposed Warrant Article by Paul Schlichtman and 10 registered voters.

REGULATION OF OUTDOOR LIGHTING - UPLIGHTING

To see if the Town will vote to amend Title V Article 14 Section 3D of the Town Bylaws to include structures used for religious purposes, and structures used for commercial purposes, among the exemptions to the prohibition of uplighting; or take any action related thereto.

Rationale: During the consideration of changes to Title V Article 14 Section 3D of the Town Bylaws, during the Annual Town Meeting of 2019, the recommended vote of the Select Board was amended to restrict up-lighting of building façades to public buildings.

Up-lighting was included in the original proposal to allow for architectural lighting to replace floodlights currently used and prohibited under the new bylaw. The most common users of floodlights for architectural lighting are churches and funeral homes. Restricting the use of up-lighting to public buildings prevents churches and business owners from employing this alternative to floodlights that must be removed under the new bylaw.

This article is written to permit Town Meeting to reconsider the ban on up-lighting that is applied to churches and businesses.



Title V Article 14 Section 3D as recommended by the Select Board

Up-lighting, the direct light illumination distributed above a 90 degree horizontal plane through the lowest direct light emitting part of the luminaire, is prohibited, except for signage governed by and permitted under the Arlington Zoning Bylaw, illumination of the United States Flag, the Flag of the Commonwealth of Massachusetts, or other flags on Town and/or school property, **a building façade**, or a public monument. For any up-lighting, the luminaire shall be equipped with shields so that the lamp is not visible from a street, or a lot that is in Residential or Conservation use

Title V Article 14 Section 3D as amended and adopted by Town Meeting, May 1, 2019.

Up-lighting, the direct light illumination distributed above a 90 degree horizontal plane through the lowest direct light emitting part of the luminaire, is prohibited, except for signage governed by and permitted under the Arlington Zoning Bylaw, illumination of the United States Flag, the Flag of the Commonwealth of Massachusetts, or other flags on Town and/or school property, **Town, School, public building façades**, or a public monument. For any uplighting, the luminaire shall be equipped with shields so that the lamp is not visible from a street, or a lot that is in Residential or Conservation use.

Arlington Police Department

Juliann FlahertyActing Chief of Police



POLICE HEADQUARTERS 112 Mystic Street 781-316-3900

Date: February 4, 2020

To: Marie Krepelka, Board Administrator

From: Acting Chief Julie Flaherty

Re: Warrant Article, Minuteman Bikeway Hours

The Arlington Police Department endorses the By-Law Amendment to extend the operating hours of the Minuteman Bikeway from 5:00 am to 11:00 pm, with the Bikeway being restricted between 11:00 pm and 5:00 am. At a recent meeting with representatives from ABAC, we came to consider their concerns with the current operating hours. It is our stance that extending the operating hours until 11 pm is reasonable, practical, and in-line with the extended hours at other selected Town parks. We support "closing" the Bikeway after 11 pm not necessarily with an enforcement mindset, but as a community safety, crime reduction, and public order matter. Restricting operating hours after 11 pm is a "target-hardening" measure that we are confident will reduce crimes against the person (both pedestrian and bicyclist), noise complaints, property crimes, and reduce the challenges related to juvenile activity. We also understand that there are certain areas of the Bikeway that abut densely populated areas where making improvements in environmental enhancements, such as improved lighting, is less than desirable. We do not envision extended operating hours as an additional challenge to the Department or our mission.



TOWN OF ARLINGTON

DEPARTMENT OF PLANNING and COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE ARLINGTON, MASSACHUSETTS 02476 TELEPHONE 781-316-3090

MEMORANDUM

To: Adam Chapdelaine, Town Manager

From: Daniel Amstutz, Senior Transportation Planner

CC: Jennifer Raitt, Director, Department of Planning and Community Development

Christopher Tonkin, Chair, Arlington Bicycle Advisory Committee

Date: February 10, 2020

RE: Bikeway Hours Warrant Article Proposed for 2020 Annual Town Meeting

A Warrant Article to change the operating hours of the Minuteman Commuter Bikeway in Arlington has been submitted by Adam MacNeill (Town Meeting Member Precinct 4).

The Department of Planning and Community Development (DPCD) has provided staff support for the background of this Warrant Article, including research into a similar proposed Warrant Article from several years ago, facilitating discussion with the Arlington Police Department (APD), and in the capacity of staff liaison to the Arlington Bicycle Advisory Committee (ABAC). The following matters should be considered relative to this Warrant Article:

- The Bikeway serves a legitimate transportation purpose at all hours of the day. The Bikeway has a clear commuting pattern based on trip data from year-after-year manual counts and from a recently-installed automatic bicycle and pedestrian counter located at the Bikeway and Swan Place. The Bikeway can also be used for many different trip purposes due to its strong connections to residential and commercial properties and public transportation hubs. Extending the hours would ensure that use of the Bikeway is legal at later times of the day.
- This change would allow for legal usage during the months with extended daylight. During daylight savings hours, the Bikeway is still usable late into the evening, and weather conditions can make evening travel attractive. This proposal would also be in line with changes at certain town parks that allow for usage as late as 11:00 p.m.
- Late-night Bikeway usage exists, though it is minimal.

 Automatic counter data shows some use of the Bikeway after 9:00 p.m., although minimal (around one percent of all users). Some of this travel may be people leaving or arriving at Alewife Station, as the last Red Line train from Alewife leaves each day at approximately 12:30 a.m.

This change is supported by ABAC.

At its January 15, 2020 monthly meeting, ABAC members voted to support MacNeill's proposed Warrant Article. As noted in the reference material for the Warrant Article, MacNeill sought and received support from APD on the extended hours for the Bikeway.

Additional consideration of Bikeway hours could be explored through DPCD's Bikeway Planning Project.

DPCD has requested Community Preservation Act (CPA) funds for a Minuteman Bikeway Planning Project. This project would include robust public outreach to collect community feedback about Bikeway safety, access, placemaking, public art, and other elements, to create a sustainable, long-term vision for the Bikeway. Issues such as Bikeway hours could also be explored by this project. A decision on MacNeill's Warrant Article need not be contingent upon this proposed project.

From: Adam MacNeill adamjamesmacneill@gmail.com>

To: RPedrini@town.arlington.ma.us, Corey Rateau <Crateau@town.arlington.ma.us>

Cc: Daniel Amstutz < <u>DAmstutz@town.arlington.ma.us</u>>, Christopher Tonkin

<tookinc@comcast.net>

Date: Thu, 16 Jan 2020 15:02:00 -0500

Subject: Follow Up on MM Bikeway Hours Warrant Article Meeting - Extended Hours as

Opposed to Curfew Elimination

Dear Lt. Pedrini and Officer Rateau.

First, I want to thank you again for your time. I appreciate you explaining your position to Chris, Daniel, and myself. I hope also that Captain Curran is recovering well from his surgery.

Instead of my initial proposal, we would like to move forward with your idea of extending the allowed bikeway hours.

Specific details would of course have to be hashed out with Select Board, Town Counsel, and other input, but I would absolutely involve APD in that discussion, and I am personally comfortable with presenting to the Select Board and Town Meeting the example hours and time-of-year timeframes that you suggested in our meeting last week.

Assuming that the final language aligns with what we discussed in our meeting, would you be able to support that moving forward?

Thank you, Adam MacNeill

On Wed, Jan 22, 2020 at 9:38 AM Rick Pedrini < RPedrini@town.arlington.ma.us wrote:

Adam.

APD is in support of your proposed changes.

Respectfully,

Lt. Richard Pedrini

Officer in Charge

Traffic, Details, and Licensing Unit

Support Services Division

Arlington Police Department

112 Mystic Street Arlington, MA 02476

781-316-3928

I realize that this last email might reach you too late, but I would also like to submit the below excerpt from the draft minutes of the January ABAC meeting.

Thank you, Adam MacNeill

"ABAC Jan 15 2020 draft minutes excerpt"

"Motion for ABAC to write resolution requesting that Adam MacNeill (as Town Meeting member) reach out to APD to confirm their support of extended hours proposal, and conditional on that support draft a warrant article to bring to Town Meeting

>> Motion passes, none opposed, no abstentions"

MEMO

To: Members of Select Board, Town of Arlington

From: Christa Kelleher, Town Meeting Member (Pr. 5), and Jennifer Susse, Arlington School

Committee Member, Town Meeting Member (Pr. 3)

Dt: 5 February 2020

Re: Warrant Article (Vote/Appropriation/School Committee Member Stipends)

We submit the following information on compensation practices to provide some context and background research as you consider the warrant article on the provision of stipends to Arlington School Committee members.

The following table outlines compensation currently made available to those serving in elected or appointed positions in the Town of Arlington. Please note that, in a few cases, the compensation offered is not taken.

Office/Body	Number of Members	Elected or Appointed?	Compensation Level
Select Board	5	Elected	\$3,000 per Member (\$3,500 for Chair)
Arlington Contributory Retirement Board	5	Appointed	\$4,500 per Member
Finance Committee	21	Appointed	\$650 for Chair; \$450 for three Vice Chairs and Recording Secretary; \$50 for Members
Board of Assessors	3	Elected	\$4,900 per Member
Moderator	NA	Elected	\$500

Source: Website of the Town of Arlington, Massachusetts; www.arlingtonma.gov/town-governance/all-boards-and-committees [Retrieved: 8 January 2020]

The following table provides information on compensation provided to School Committee Members in TM12 communities.

Town Manager 12 Communities: School Committees With Stipends					
Town/City	Compensation Level and Source, If Known				
Medford	\$10,800, plus \$2,400 additional for Secretary and \$600 extra for Vice Chair; funds				
	are from school budget				
North	\$5,000 plus \$500 additional for Chair; funds are from town budget				
Andover					
Watertown	\$4,500; funds are from school budget				
Town Manager 12 Communities: School Committees Without Compensation					
Belmont, Brookline, Melrose, Milton, Natick, Needham, Reading, Stoneham, and Winchester					
Source: Jennifer Susse, Personal Communication with School Committee Members in TM12					
communities [3-18 January 2020]					

The following table provides the most updated, available listing of towns that offer compensation to School Committee members. This is an incomplete list as it reflects self-selected reporting to the Massachusetts Association of School Committees (MASC) and there is no follow-up for towns that don't respond. While incomplete, it indicates the range of types of communities that do offer compensation and varying levels of compensation.

Town/City	Compensation Amount			
Agawam	Members=\$5,000 (FY19)			
Bellingham	Members=\$1,000 (FY19)			
Berkley	Members=\$924 (FY16)			
Beverly	Members=\$5,867 (FY19); Chair \$6,167 (FY19)			
Carver	Members=\$600 (FY19); Chair \$750 (FY19)			
Deerfield	Members=\$100 (FY18); Chair \$150 (FY18)			
East Longmeadow	Members=\$1,250 (FY19); Chair \$500 (FY19)			
Marlborough	Members=\$3,500 (FY19)			
Methuen	Members=\$2,500 (FY19)			
Millbury	Members=\$1,948 (FY19); Chair \$487 (FY18)			
Palmer	Members=\$1,200 (FY19)			
Peabody	Members=\$5,100 (FY19)			
Seekonk	Members=\$1,000 (FY17); Chair \$1,400 (FY17)			
Southern Berkshire RSD	Members=\$200 (FY17)			
Whately	Members=\$357.26 (FY18)			
Woburn	Members=\$6,500-includes \$2K travel stipend (FY19); Chair \$8,199 (FY19)			
Source: Massachusetts Association of School Committees website; www.masc.org/publications/misc				
[Retrieved on 5 January 2020]				

For those communities offering stipends (as outlined in the two tables above), and for which compensation data are available, the range is \$200-\$10,800, with an average of about \$3,020.



Town of Arlington, Massachusetts

NEW BUSINESS



Town of Arlington, Massachusetts

Next Scheduled Meeting of Select Board February 24, 2020